

**Planning, Economic Development,
Environmental and Intergovernmental Affairs
Thursday, September 23, 2021 @ 11:00 AM
Chambers**

AGENDA

11:00 AM Call Meeting to Order

Approval of Minutes

- Aug 2021 Committee Minutes

Planning/Employment and Training:

1. Sales Tax Update
2. Treasurer / Real Property Update
3. Career Center Update
4. IDA Update
5. CCE Update
6. Tourism Update
7. Planning Update

Resolutions:

1. Authorizing the modification of the 2021 adopted County budget
2. Write off the balance of an Agricultural Economic Development Loan Empire Farmstead Brewery
3. AUTHORIZATION TO SUBMIT A GRANT APPLICATION TO THE NEW YORK STATE OFFICE OF COMMUNITY RENEWAL

Other Committee Business

Preferred Agenda

Next Meeting:

Adjourn

COMMITTEE ON PLANNING, ECONOMIC DEVELOPMENT, ENVIRONMENTAL
AND INTERGOVERNMENTAL AFFAIRS
MEETING MINUTES

Aug 19, 11:30 A.M. Delphi Falls County Park

Supervisor	Present	Absent	Late	Time In
MOSES	X			
Ostrander		X		
Jones		X		
Magliocca	X			
Stokes	X			

PRESENT:

Committee: **Cliff Moses**, Joe Magliocca, and TJ Stokes

Absent: Joe Ostrander, and Dave Jones

County Staff: Ellen Bowe, Melissa Martel Felton, Samantha Field, Kipp Hicks, Scott Ingmire, Jamie Kowalczyk, Stefan Lutter, Jim Petreszyn, Larkin Podsiedlik, Mark Scimone, Pete Walrod, Gwen Williamson and Bill Zupan.

Meeting was called to order at 11:55 A.M. by Moses.

A-1: The July 22, 2021 minutes were approved on a **MOTION** by Moses and seconded by Stokes at 11:55 A.M. 3/0/0

A-2: Cindy Edick provided the printed Sales Tax Report. The 2021 increase over 2020 is 25.54%.

A-3: Ingmire shared the Treasurer / Real Property Update provided by Becky Marsala. There are 61 properties currently slated for auction. The auction will be online from September 14 through the 16th.

A-4: Ellen Bowe presented the Career Center Update. The Madison County unemployment rate is 4.9%. The Summer Youth Employment Program had 43 participating youth and resulted in three of them being hired to stay on at the locations where they had worked. The Career Center is increasing awareness and presence in the community by participating in a Canastota school event, and **Tuesdays in the Park**. The virtual job fair on August 11 had 5 businesses and 63 job seekers. The next scheduled job fair is October 7, 2021. There was discussion regarding posting the list of job openings on the County website. Samantha will look into it. Ingmire announced that Jenny Buckley has accepted a new position and is no longer working for the Career Center.

A-5: Kipp Hicks provided the IDA Update. IDA is following up on a lead from Empire State Development with a yogurt company. Kipp attended a tour of the All Seasonings Company, which has increased their employees to 85 and is operational. IDA is working with Cantech on a development grant. IDA has sent letters of support for CFA applicants. The JD Farms hemp summit was informational and well attended. Harbor Lights may be pursuing funding to expand. The IDA is actively seeking a good fit for the plastics-to-energy project at the ARE Park.

A-6: The CCE Update was presented by Larkin Podsiedlik. Larkin introduced herself as the acting interim executive director of CCE and gave a short bio on her experience. She started in July: is currently working three days a week (Tues-Thurs) and indicated that her hat will be in the ring for permanent placement. The Ag. Economic Development position just became available with three applications already received. The new Finance Coordinator starts in September. Open Farm Day was small this year but went well. The reports will be prepared and presented soon. Grants currently in process are the Ag. Business Center in the basement, and the Curbside at Cornell Project (changing shape, but not dead).

A-7: Ingmire presented the Tourism Update provided by Scott Flaherty. Travel is rebounding somewhat but the Delta COVID strain affects it. Summer ads are still running on media, print and digital. The Fall Campaign will be expanded due to an increase of occupancy tax received. Advertising is extensive locally and state wide. It is Antique Week right now.

A-8: Scott Ingmire presented the Planning Update. Scott presented an overview of the work that is currently underway regarding the trails, parking area and ADA compliancy at Delphi Falls County Park. Maps and plans for the trails were shared and brief discussions held regarding future possibilities for the entire site. Ingmire reviewed available funding and the tentative time-line for bidding things out.

-Break for refreshment-

Scott and Samantha presented an update of the Madison Local Eats program. The first round is coming to a close and was quite successful. Final reports to come, but the feedback has been overwhelmingly positive from businesses and residents. There will be a second round to launch in October for the holiday gift season. C & D Advertising was a phenomenal help getting the first round going quickly and efficiently. They will be building the next campaign on the Buy Local page of the Madison County Website.

A-10: Following discussion the Committee authorized the Chairman to enter into a modification agreement with C & D Advertising on a MOTION by Stokes and seconded by Magliocca at 1:13 P.M. 3/0/0

Scott continued his report with a review and explanation of the proposed 2022 Planning Budget

A-9: Following discussion the Committee reviewed and authorized the moving forward of the resolution authorizing the modification of the 2021 Adopted County Budget (ARPA) on a MOTION by Stokes and seconded by Magliocca at 1:22 P.M. 3/0/0

A-11: The Madison Local Eats / C & D Advertising resolution will be included in the preferred agenda.

A-12: There is no new business at this time.

A-13: The next scheduled Planning Committee meeting is September 23 at 11:00 AM in the Supervisors' Chambers

A-146: The meeting was adjourned on a MOTION by Magliocca and seconded by Stokes at 1:24 P.M.

Respectfully submitted: Gwen Williamson

**Madison County
Sales Tax Distributions**

**Actual Cash Receipts, Net of Withholdings
for AIM and Distressed Provider Assistance**

<u>Distribution Date</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2020-2021 Increase/ (Decrease)</u>	<u>2020-2021 %</u>
February 5	\$1,698,835	\$1,827,766	\$1,664,647	(\$163,119)	(8.92)%
February 16	382,749	411,499	415,150	3,651	0.89%
March 5	1,449,190	1,500,796	1,554,422	53,626	3.57%
March 15	303,036	291,605	343,000	51,395	17.62%
April 7	2,076,374	2,609,112	3,313,630	704,518	27.00%
April 13	526,220	549,301	545,778	(3,523)	(0.64)%
May 7	1,761,369	1,180,662	1,890,599	709,937	60.13%
May 13	868,995	266,661	495,764	229,103	85.92%
June 7	1,893,657	1,192,822	2,084,582	891,760	74.76%
June 14	317,777	498,369	463,071	(35,298)	(7.08)%
June 30	1,181,500	2,210,219	2,636,905	426,686	19.31%
July 1	1,116,644	907,859	1,259,108	351,249	38.69%
July 13	847,792	662,648	1,083,035	420,387	63.44%
August 6	2,022,067	1,878,870	2,370,835	491,965	26.18%
August 13	414,491	471,958	542,801	70,843	15.01%
September 8	2,062,460	1,856,393	2,329,386	472,993	25.48%
September 13	418,791	412,739	509,915	97,176	23.54%
Total	<u>\$19,341,947</u>	<u>\$18,729,279</u>	<u>\$23,502,628</u>	<u>\$4,773,349</u>	<u>25.49%</u>

Notes:

February 5, 2021 distribution was reduced by \$179,258 for distressed provider assistance.

May 7, 2021 distribution was reduced by \$47,286 for distressed provider assistance.

May 7, 2020 & 2021 distributions were reduced by \$130,376 for Aid to Municipalities (AIM).

August 6, 2021 distribution was reduced by \$47,286 for distressed provider assistance.

RESOLUTION NO. _____

AUTHORIZING THE MODIFICATION OF THE 2021 ADOPTED COUNTY BUDGET

BE IT RESOLVED that the 2021 Adopted County Budget be modified as follows:

General Fund

6420 Promotion of Tourism

	<u>From</u>	<u>To</u>
<u>Expense</u>		
A642060 540380 Treasurer Admin Occupancy Tax	\$ 25,000	\$ 27,000
A642060 542715 Tourism Administration	<u>225,000</u>	<u>245,000</u>
Totals	<u>\$250,000</u>	<u>\$272,000</u>
Control Total		<u>\$ 22,000</u>

Revenue

A642060 411130 Hotel/Motel Room Occupancy Tax	<u>\$250,000</u>	<u>\$272,000</u>
Control Total		<u>\$ 22,000</u>

Dated: October 12, 2021

Cliff Moses, Chairman
Planning, Economic Development,
Environmental & Intergovernmental
Affairs Committee

Yvonne M. Nirelli, Chairwoman
Finance, Ways and Means Committee

RESOLUTION NO. _____

**WRITE-OFF THE BALANCE OF AN AGRICULTURAL ECONOMIC DEVELOPMENT
LOAN**

WHEREAS, Madison County has an agricultural economic development loan fund available to assist in job creation and job retention; and

WHEREAS, an agricultural economic development loan was made to Empire Farmstead Brewery, LLC in the amount of \$50,000 on June 8, 2017; and

WHEREAS, the current balance is \$8,823.55; and

WHEREAS, despite diligent efforts having been made to effect further collection of the balance; and

WHEREAS, the principal has filed a Chapter 11, and subsequently, converted that to a Chapter 7 Petition in Bankruptcy; the assets have been sold;

WHEREAS, Resolution #19-697 authorized the chairman to enter into a distribution agreement and direction to escrow agent for the share of \$200,000 and this resolution stated there would not be enough paid to Madison County to fully repay the balances in the revolving economic development loan and the agricultural development loan fund;

NOW, THEREFORE BE IT RESOLVED, that said balance of \$8,823.55 be written off as uncollectible.

Dated: October 12, 2021

Clifford Moses, Chairman
Planning, Economic Development,
Environmental and Intergovernmental
Affairs Committee

RESOLUTION NO. ____

**AUTHORIZATION TO SUBMIT A GRANT
APPLICATION TO THE NEW YORK STATE OFFICE OF COMMUNITY RENEWAL**

WHEREAS, Madison County Planning Department has requested to complete a Community Development Block Grant Program ("CDBG") application to the New York State Office of Community Renewal's ("OCR") 2021 Housing Activities RFA for funding to support the implementation of a Home Rehabilitation Program countywide for the amount of \$350,000; and

WHEREAS, the Single Family Housing Rehabilitation will assist in repairing and rehabilitating homes and easing the burden of cost on qualified Madison County Residents; and

WHEREAS, the County plans on cooperating on this program with Utica Neighborhood Housing Services (UNHS); and

WHEREAS, the County has held a public hearing on October 12, 2021 to provide information to the public and to consider citizen comments regarding the County's community development needs, affordable housing concerns, and the Housing Rehabilitation Program;

NOW, THEREFORE BE IT RESOLVED, that the Chairman is hereby authorized to submit a CDBG grant application on behalf of the County to the New York State Office of Community Renewal for funding to support the implementation of the Housing Rehabilitation Program; and

BE IT FURTHER RESOLVED, that the Chairman is hereby authorized to execute a grant agreement between the County and the OCR and all related documents associated with the OCR grant, including entering into an agreement with UNHS for implementation and administration assistance of the OCR grant, all such documents to be subject to review and approval by the County Attorney, and

BE IT FURTHER RESOLVED, that the Director of the County Department of Planning and Workforce Development is hereby designated as the Certifying Officer responsible for all activities associated with the federal environmental review process to be completed in conjunction with the Project.

Dated: October 12, 2021

Cliff Moses, Chairman
Planning, Economic Development,
Environmental and Intergovernmental
Affairs Committee