



AG/Planning/Environmental

Committee Meeting

60 Central Ave.
Cortland, NY 13045
<http://www.cortland-co.org>

~ Minutes ~

Thursday, May 11, 2023

10:00 AM

Room 302

CALL TO ORDER

The meeting was called to order at 10:17 AM by Committee Chair Beau Harbin

Attendee Name	Organization	Title	Status	Arrived
Douglas Bentley	Cortland County, NY	Committee Vice Chair	Present	
Beau Harbin	Cortland County, NY	Committee Chair	Present	
Ronald J. Van Dee	Cortland County, NY	Committee Member	Present	
Paul Heider	Cortland County, NY	Committee Member	Present	
Cathy Bischoff	Cortland County, NY	Committee Member	Present	
Susan Wilson	Cortland County, NY	Committee Member	Present	
Mitchel Eccleston	Cortland County, NY	Committee Member	Present	
Kevin Fitch	Cortland County, NY	Chair of the Legislature	Present	
Rob Corpora	Cortland County, NY	County Administrator	Present	
Savannah Hempstead	Cortland County, NY	Clerk of the Legislature	Present	
Christopher Newell	Cortland County, NY	Board Member	Present	
Amanda Barber	Soil & Water Conservation District	Director	Present	
David Rutherford	Cortland County, NY	Executive Director, Cornell Cooperative Extension	Present	
Andrea Herzog	Cortland County, NY	Director of Finance	Present	
Melanie Vilardi	Cortland County, NY	Deputy County Administrator	Present	
Trisha Hiemstra	Cortland County, NY	Director of Planning	Present	
Kim Cameron	Cortland County Planning Board	Member	Present	
Chuck Feiszli	Cortland County Planning Board	Chair	Present	
Laurie Leonard	Cortland County, NY	Personnel Officer	Present	
Todd McAdam	Cortland Standard	Editor	Present	
Kate Downs	Seven Valleys		Present	
Donald Chu		Resident	Remote	

MINUTES

1. Ag/Planning/Environmental - Committee Meeting - Mar 9, 2023 10:00 AM

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ronald J. Van Dee, Committee Member
SECONDER:	Mitchel Eccleston, Committee Member
AYES:	Bentley, Harbin, Van Dee, Heider, Bischoff, Wilson, Eccleston

RESOLUTIONS

AGENDA ITEM NO. 1 – Create Mobility Coordinator/Abolish Mobility Assistant - Planning Department

RESULT:	APPROVED [UNANIMOUS]
	Next: 5/16/2023 10:00 AM
MOVER:	Douglas Bentley, Committee Vice Chair
SECONDER:	Cathy Bischoff, Committee Member
AYES:	Bentley, Harbin, Van Dee, Heider, Bischoff, Wilson, Eccleston

ON MOTION OF HARBIN

RESOLUTION NO.

Create Mobility Coordinator/Abolish Mobility Assistant - Planning Department

WHEREAS, the needs of the Planning Department will be better served by abolishing one part-time position of Mobility Assistant and creating one full-time position of Mobility Coordinator, AND

WHEREAS, the Agriculture/Planning/Environmental Committee recommends the abolishment and creation of these positions, AND

WHEREAS, the 5311 grant will cover 90% of the expenses, with the remaining 10% covered by in-kind services, NOW THEREFORE, BE IT

RESOLVED, that one position of Mobility Assistant (Grade 9, \$18.2559-23.1072/hr, CSEA, 17 hrs/week, competitive class, no benefits) be and hereby is abolished effective May 25, 2023 at midnight, AND BE IT FURTHER

RESOLVED, that one position of Mobility Coordinator (Grade 17, \$23.7382-30.0465/hr, CSEA, competitive class, full time with benefits) be created with permission to fill effective May 26, 2023 at 12:01 am with approval to fill, AND BE IT FURTHER

RESOLVED, that this position is dependent on the related grant and will be abolished unless extended by resolution prior to grant funding being exhausted.

MONTHLY REPORTS

1. Soil & Water Conservation District Monthly Report

RESULT: COMPLETED

DISCUSSION ITEMS

1. Cortland County Planning Board with Chair Chuck Feiszli

RESULT: COMPLETED

2. Cortland Harvest

RESULT: COMPLETED

ADJOURNMENT

The meeting was closed at 11:34 AM



AG/Planning/Environmental

Committee Meeting

60 Central Ave.
Cortland, NY 13045
<http://www.cortland-co.org>

~ Minutes ~

Thursday, March 9, 2023

10:00 AM

Room 302

CALL TO ORDER

The meeting was called to order at 10:00 AM by Committee Chair Beau Harbin

Attendee Name	Organization	Title	Status	Arrived	Departed
Douglas Bentley	Cortland County, NY	Committee Vice Chair	Present		
Beau Harbin	Cortland County, NY	Committee Chair	Present		
Ronald J. Van Dee	Cortland County, NY	Committee Member	Excused		
Paul Heider	Cortland County, NY	Committee Member	Present		
Cathy Bischoff	Cortland County, NY	Committee Member	Present		10:20 AM
Susan Wilson	Cortland County, NY	Committee Member	Present		
Mitchel Eccleston	Cortland County, NY	Committee Member	Present		
Kevin Fitch	Cortland County, NY	Chair of the Legislature	Present		
Rob Corpora	Cortland County, NY	County Administrator	Present		
Savannah Hempstead	Cortland County, NY	Clerk of the Legislature	Present		
Melanie Vilardi	Cortland County, NY	Deputy County Administrator	Present		
Andrea Herzog	Cortland County, NY	Director of Finance	Present		
George Wagner	Cortland County, NY	Board Member	Present		
Amanda Barber	Soil & Water Conservation District	Director	Present		
David Rutherford	Cortland County, NY	Executive Director, Cornell Cooperative Extension	Present		
Kim Cameron	Cortland County Planning Board	Member	Present		
Patricia Dawson	Cortland County, NY	Deputy Clerk of the Legislature	Remote		
Margaret Mellott	Cortland Standard	Reporter	Remote		
C. Withers			Remote		
Eddie	Cortland Voice	Reporter	Remote		

Minutes Acceptance: Minutes of Mar 9, 2023 10:00 AM (MINUTES)

MINUTES

1. Ag/Planning/Environmental - Special - Feb 2, 2023 4:30 PM

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Douglas Bentley, Committee Vice Chair
SECONDER:	Paul Heider, Committee Member
AYES:	Bentley, Harbin, Heider, Bischoff, Wilson, Eccleston
EXCUSED:	Ronald J. Van Dee

2. Ag/Planning/Environmental - Committee Meeting - Feb 9, 2023 10:00 AM

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Douglas Bentley, Committee Vice Chair
SECONDER:	Paul Heider, Committee Member
AYES:	Bentley, Harbin, Heider, Bischoff, Wilson, Eccleston
EXCUSED:	Ronald J. Van Dee

RESOLUTIONS

AGENDA ITEM NO. 1 – Amend 2023 Budget/Authorize Agreement for Outside Counsel

Mr. Heider MADE A MOTION TO AMEND the resolution to replace "County Administrator" with "Chair of the Cortland County Legislature" as the authorized signatory, Mr. Eccleston SECONDED THE MOTION, and upon unanimous voice vote of members present; MOTION CARRIED.

RESULT:	APPROVED [UNANIMOUS]
	Next: 3/14/2023 10:00 AM
MOVER:	Paul Heider, Committee Member
SECONDER:	Douglas Bentley, Committee Vice Chair
AYES:	Bentley, Harbin, Heider, Bischoff, Wilson, Eccleston
EXCUSED:	Ronald J. Van Dee

ON MOTION OF HARBIN

RESOLUTION NO.

Amend 2023 Budget/Authorize Agreement for Outside Counsel

WHEREAS, the Cortland County Legislature adopted Local Law No. 1 of 2018 which established a PILOT Agreement for Commercial Solar Energy Systems in Cortland County and thereafter amended that local law with the enactment of Local Law No. 5 of 2020, entitled, "Solar Energy System PILOT Law of the County of Cortland, New York", AND

WHEREAS, since that time, there have been changes to New York State Real Property Tax Law Section 487 and both State and Federal Legislation has focused on encouraging renewable energy, AND

WHEREAS, the Cortland County Legislature feels that it is in the best interest of the County to achieve energy efficiency and renewable energy goals and at the same time be fiscally responsible to all taxpayers of the County, AND

WHEREAS, the County Attorney recommends that the County Legislature engage the services of outside counsel specializing in Real Property Tax Law, Payment in Lieu of Tax (PILOT) Agreement negotiations, with knowledge and experience concerning the advisability of entering into the same, and knowledge of current and pending legislation concerning renewable energy, AND

WHEREAS, the County Attorney recommends engaging the services of Hodgson Russ LLP,
NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature authorizes the Chair of the Cortland County Legislature, upon review of County Attorney or designee, to execute and accept the terms outlined in the January 27, 2023 correspondence from Hodgson Russ LLP, AND BE IT FURTHER

RESOLVED, that the 2023 Cortland County Budget be amended as follows:

Increase:

A359900	Appropriated Fund Balance	\$10,000
A10105.54055	Professional Services	\$10,000

, AND BE IT FURTHER

RESOLVED, the Cortland County Legislature be and hereby authorizes payment of said legal services up to the amount of \$10,000; with said services charged against account A10105.54055.

AGENDA ITEM NO. 2 – Authorize Agreement with Cortland County Soil & Water Conservation District

RESULT:	APPROVED [UNANIMOUS]
	Next: 3/14/2023 10:00 AM
MOVER:	Douglas Bentley, Committee Vice Chair
SECONDER:	Susan Wilson, Committee Member
AYES:	Bentley, Harbin, Heider, Bischoff, Wilson, Eccleston
EXCUSED:	Ronald J. Van Dee

ON MOTION OF HARBIN

RESOLUTION NO.

Authorize Agreement with Cortland County Soil & Water Conservation District

WHEREAS, the Cortland County Legislature created the Special Taxing District known as the “Little York Lake Protection and Rehabilitation District” (hereinafter “District”) as of January 1, 2023 pursuant to Resolution No. 298-21, the same having passed public referendum, AND

WHEREAS, the Cortland County Legislature has designated the Cortland County Soil and Water Conservation District as the administrative agent for the District at no cost except for the reimbursement for direct costs from said District, AND

WHEREAS, the Cortland County Legislature has approved the budget for the District for the 2023 fiscal year, AND

WHEREAS, during the budget process each year the funds for the District are appropriated and approved by the Legislature, AND

WHEREAS, the Cortland County Legislature finds that it is in the public's interest to enter into a formal agreement with the Cortland County Soil and Water Conservation District to permit that entity to take necessary steps to effect the plan submitted with the annual budget of the District and approved in the current fiscal year County Budget, including entering into contracts in its own name and seeking reimbursement from the County upon submission of itemized vouchers, NOW THEREFORE BE IT

Minutes Acceptance: Minutes of Mar 9, 2023 10:00 AM (MINUTES)

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, be and hereby is authorized to enter into a contract between the County of Cortland and the Cortland County Soil and Water Conservation District for said purposes.

MONTHLY REPORTS

1. Soil and Water Conservation District Monthly Report

RESULT:	COMPLETED
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2. SPCA Monthly Report

RESULT:	COMPLETED
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ACTION ITEMS

1. Recommended Changes to the Rules of Order

After discussion, the committee approved the suggested changes to the Rules of Order as highlighted in the attached document. The proposed committee name to be brought to the Government Operations Committee, along with the other proposed changes to the Rules of Order is "Agriculture, Planning, Environment and Economic Development Committee".

RESULT:	APPROVED [5 TO 0]
MOVER:	Beau Harbin, Committee Chair
SECONDER:	Susan Wilson, Committee Member
AYES:	Bentley, Harbin, Heider, Wilson, Eccleston
EXCUSED:	Ronald J. Van Dee
AWAY:	Cathy Bischoff

DISCUSSION ITEMS

1. Name, Mission and Statutory Oversight of the Committee

RESULT:	COMPLETED
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2. Options for Amending Solar Local Law

RESULT:	COMPLETED
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3. What is Cooperative Extension? - David Rutherford

RESULT:	COMPLETED
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Prior to adjourning, Legislator Harbin scheduled a Special Agriculture, Planning and Environment Committee meeting for the purposes of entertaining a resolution for the appointment of a Director of Planning. The meeting is scheduled for March 23, 2023 at 4:30 PM at the Tompkins Cortland Community College Extension Center, located at 157 Main Street, Cortland, New York.

ADJOURNMENT

The meeting was closed at 11:07 AM



Personnel Change Justification Form

Requested Change: ☒ Abolish/Create ☐ Reallocation ☐ Abolish ☐ Create

Position Name (s): Create Mobility Coordinator Abolish Mobility Assistant

Bargaining Unit: CSEA

Purpose and Background:

The Mobility Coordinator will assist the Mobility Manager in leading the County's transportation, mobility and community outreach efforts, including planning for services and implementing policies and procedures and oversight to safeguard the County's standing as the recipient of state and federal funding. This position is NYSDOT approved and funded through the 5311 Grant and CARES Mobility Management funding.

Fiscal Impact: ☒ County Funded 10 % ☒ Grant Funded 90 % Grant Exp. Date 12/31/2024

Current Grade/Salary of Position: Grade 9 Salary Range \$ 18.2559/hr-23.1072/hr

Requested Grade/Salary of Position: Grade 17 Salary Range \$ 23.7382/hr-30.0465/hr

Annual Increase: \$5276.91 County Share: \$5276.69 # of Positions Affected: 1

In Kind

Goals:

Assist in meeting the goals for Mobility Management as outlined in the Coordinated Transportation Plan; Increase community outreach efforts of public transportation, mobility efforts and alternative services; Increased partnerships with municipalities and organizations; Increase growth of mobility management program through various grant applications and grant-related activities that benefit Cortland County.

Operational Impact:

On-boarding new personnel; Redistribute workload to operate more efficiently and effectively; Access to more ideas and new perspectives approaching programs from new angles; Improved oversight and compliance with regulations of the 5311 grant activities and third party operator;

Requested By:

[Signature]
Signature of Requesting Department Head

5/3/2023
Date

Personnel Officer Approval

[Signature]
Signature of Personnel Officer

5/3/2023
Date

County Administrator Budget Impact Statement:

Budget Neutral - In-kind Services Pay for the Counties 10%

County Administrator Approval

[Signature]
Signature of County Administrator

5/8/2023
Date

Statutory Committee Approval

Signature of Committee Chair after Committee Vote

Date

Attachment: Create Mobility Coordinator (11482 : Create Mobility Coordinator/Abolish Mobility Assistant)



Cortland County Soil and Water Conservation District

100 Grange Place, Room 202, Cortland, NY 13045

Phone: (607) 756-5991 Fax: (607) 756-0029

www.cortlandswcd.org

SWCD...established to promote the conservation and wise use of our county's natural resources

SOIL AND WATER CONSERVATION DISTRICT MONTHLY REPORT

From: Amanda Barber, SWCD Manager

May 1, 2023

AGRICULTURE AND PRIVATE LAND CONSERVATION

Agricultural Environmental Management (AEM) – Design work continues for projects funded by the Climate Resilient Farming (CRF) program and Agricultural NPS Control and Abatement Program (AGNP) including three barnyard water management projects, two prescribed grazing systems, and two stream corridor stabilization projects. One project is ready for estimates.

We have a press release ready for both AGNP and CRF programs with contact deadlines for current RFPs of June 2nd (AGNP) and July 7th (CRF). We have a short window to prepare applications. SWCD Board rankings and approvals will be completed at the June 13th and July 11th board meetings. Applications are due to the state on June 26th (AGNP) and August 7th (CRF). Interested landowners are encouraged to contact SWCD by June 2nd in order for their project to be considered for both programs.

Chesapeake Bay Watershed and Upper Susquehanna Coalition – Best management practice (BMP) verification and reporting are underway for the Chesapeake Bay TMDL and NY Watershed Implementation Plan progress. We will be visiting 36 farms to evaluate all installed BMPs for proper operation and maintenance and recertify that they meet the original intended purpose and water quality benefit. We will also be canvassing all farms to collect and report annual practices such as acres of conservation tillage, acres of cover crops, acres of nutrient management, and the number of animals treated with precision feed management. All reporting is due by June 30th.

COMMUNITY NATURAL RESOURCES MANAGEMENT AND PLANNING

Little York Lake Protection and Rehabilitation District – SWCD is working with the Lake Association to coordinate aquatic weed harvesting on the lake. Curly-leaf pondweed will be targeted in June and starry stonewort in July. The Lake Association has reported that plans are proceeding for the herbicide application on the lake in June targeting variable leaf milfoil. SWCD will be operating the harvester and moving ahead with the management plan review.

Skaneateles Lake Watershed and Skaneateles Lake 9E Plan – the Watershed Advisory Committee has ramped up meeting intensity to meet timelines for the development of the 9E Plan. Several meetings were held to discuss modeling scenarios and assumptions. The management scenarios analyzed by the watershed model will help us understand the impact of BMP implementation, but there still seems to be concern and lack of consensus over what would be reasonable targets and measures for WQ improvement in what is the “cleanest lake in the state.”

Cayuga Lake Watershed – At the Cayuga Lake Watershed Intermunicipal Organization (CWIO) monthly meeting in April, students from Cornell presented the results of their efforts to compile local land use plans and codes for every municipality in the watershed. While the watershed groups are still waiting for DEC to approve and release the final TMDL, this information and other fact finding will be helpful once the development of a 9E plan begins.

Stream Restoration and Culvert Rehabilitation – We are continuing design work on identified projects. Permits are taking 6 + months to be processed and installation scheduling is on hold for those projects until we get some indication regarding the permit. Other projects are being coordinated with the municipality to accommodate traffic due to road

closures, other spring/summer road work, and staffing limitations. It's looking to be a long and busy summer and we are trying to stay as flexible as possible. We have requested some additional engineering support from partner SWCDs to help get us through the season with our own staffing changes.

Forestry – Our Upland Tree planting program and Trees for Bees projects are underway and four landowners have been provided the seedlings and shelters. We provided materials to landowners for three riparian forested buffer projects planned. Staff are working on planting one additional upland site and two buffer sites. One more buffer site is planned, but planting is pending some site preparation scheduled to be completed in the next few weeks.

New this year, SWCD is able to offer larger trees for buffer and municipal plantings. We are already planning on fall 2023 projects at the City Waterworks and Dwyer Park, and other communities should contact us if they have tree planting needs or interest.

Our annual Spring Planting Program and Seedling Sale was a success with over 300 orders for over 18,000 seedlings distributed to local landowners. We still have a few evergreen/conifer seedlings and transplants available for purchase. Call the office for details on available inventory and pricing.

Dwyer Park Community Forest Management – The CFMP and all grant deliverables have been completed and we will begin the closeout process. The new RFP has been released for planning, planting, and maintenance grants. Communities interested can contact SWCD for more information. The county would be eligible to apply for maintenance work at Dwyer Park.

Septic Maintenance – this is the last year for septic maintenance workshops. Four sessions have been scheduled for these upcoming dates/locations:

Willet Town Hall- Tuesday, June 20th, 7-8p.m.

NYS Grange, Cortlandville- Tuesday, June 27th, 7-8p.m.

Truxton Community Center –Wednesday, June 28th, 7-8 p.m.

Scott United Methodist Church – Thursday, June 29th, 7-8 p.m.

These sessions are a great way for county homeowners to learn about their on-site wastewater system and qualify for a \$100 rebate when they perform maintenance on that system within the year.

PROGRAMS AND EDUCATION

Pond Stocking – county landowners received their fish fingerlings to stock their ponds last week. We provided 262 fish including 9 grass carp and an additional 43 pounds of minnows to 20 local pond owners.

Spring Programs – For Earth Day (April 22nd) we partnered with Summerhill Brewing to promote native plants and pollinator species. For Arbor Day (April 28th) Coffee Mania distributed tree seedlings with coffee!

McGraw School District participated in Spruce Up America, planting conifer seedlings behind the school.

The Cortland County Envirothon on May 11th will include a special focus on climate change. We have 10 teams registered from 5 schools in the county. The winner will represent us at the state competition on May 24th and 25th at Hobart & William Smith College. The state winner will attend the National event in New Brunswick, Canada.

The Water Festival will be hosted by the City of Cortland at the Waterworks on June 3rd featuring lots of water related displays, activities and kids games.

ADMINISTRATION

Jared Popoli is moving on to new opportunities. He has been a Conservation Assistant with us for over 10 years and has been responsible for most of our stream technical assistance. We will be refilling his position as soon as possible.

We have filled other Conservation Assistant positions and welcome Jack Fox and Chad Hill to the staff. Jack will be focusing largely on agricultural best management practice planning, design and implementation, including nutrient management. Chad will be working primarily on stormwater and other non-agricultural program activities, including urban nutrient management and stream assessments.



FOR IMMEDIATE RELEASE

Cortland, NY; March 6, 2023:

Cortland Harvest, Cortland County's Agriculture Brand

Cortland Harvest is the new brand highlighting locally grown and produced food and agriculture products here in Cortland County. A collaboration between Seven Valleys Health Coalition, local producers and farmers, Cornell Cooperative Extension of Cortland County, and Cortland Area Chamber of Commerce, has led to this new brand, allowing residents to easily identify when they're purchasing a locally made product.

"Cortland County has an incredible amount of locally made and grown products. We want folks buying food and other products to know that their purchases of Cortland Harvest goods are supporting their neighbors and community," said Kate Downes, project coordinator with Seven Valleys Health Coalition. "We're proud of everything that Cortland County has to offer, and we see this as an opportunity to support and feature our community."

"Cortland County is overflowing with unique assets, and it is no different when it comes to the agriculture scene. These days, travelers want to experience a 'local way of life' and trying food grown and produced food in this area is largely connected with that cultural experience. Sampling products unique to Cortland County is one of the easiest and tastiest ways to get a feel for our County, its history and traditions," said Michelle Enright, Executive Director for Cortland County Convention & Visitors Bureau. "Cortland Harvest will make it easier for individuals to find those products and help foster a greater appreciation and awareness for our local producers. The Cortland County CVB is very excited to promote this wonderful initiative and continue encouraging visitors and locals to support our farmers and producers."

"Buying local makes sense in every way. Local producers are supporting our local economy, paying local taxes, and employing local people. Buying locally can save on shipping and storage. And, buying locally grown and produced food tastes better, without the producer worrying about extending the food's shelf life," said Bob Haight, President and CEO, Cortland Area Chamber of Commerce.

continued on page 2

Attachment: Cortland Harvest Press Release (11442 : Cortland Harvest)



Buying Local Matters

- By making a conscious decision to shop in Cortland County we are saying yes to a strong, vibrant, local economy - which translates into a unique and interesting community.
- Buying Cortland Harvest labeled products supports farms, local jobs and local economies. Agriculture supports more than 250,00 jobs across the state and is integral to rural communities like Cortland County.
- Cortland Harvest makes it easy to identify products that are grown and made right here.
- Cortland has a rich history of supporting entrepreneurs and farmers – Cortland Harvest celebrates that history and acknowledges the importance of these businesses.
- One-of-a-kind businesses are an integral part of the distinct character of our county – they are what distinguishes Cortland County from other rural areas.
- Farms and businesses are owned by neighbors, friends, or family members who are invested in building their base here. Cortland Harvest celebrates the pride we have for these producers who support a strong tax base, support strong schools and emergency services.
- Cortland Harvest also helps recognize the unique businesses and farms we have here in the county. With a variety of businesses and farms attracting diverse employees, they are helping to build a strong community.

Keep an eye out at local shops for the Cortland Harvest label. Cortland Harvest: Rooted in our land, growing our community.

To find where you can buy local products, check out the Local Foods Map!
www.sevenvalleyshealth.org/cortland-county-local-foods-map

If you are interested in learning more about having the Cortland Harvest label in your store or on your product, contact Kate Downes for more information. For more information about Cortland Harvest please visit www.sevenvalleyshealth.org/cortlandharvest.



For the community,

Kate Downes
 Seven Valleys Health Coalition
 E: kate@sevenvalleyshealth.org
 P: (607) 756-4198



WELCOME

We are happy to have you join us in featuring Cortland County's agricultural entrepreneurship, heritage, and pride with the Cortland Harvest brand.

Cortland Harvest: Rooted in our land, growing our community speaks volumes. It highlights the stewardship of the land that farmers and producers provide to preserve the 113,519 acres of farmland and rolling hills throughout the county. The brand features the breadth of farms, businesses, and locally grown products right here in our community. By featuring the Cortland Harvest brand on your product, in your store, or at farm stand, you are helping the larger community take pride in supporting their neighbors by buying locally grown or produced agricultural products. You are helping visitors support the 536 farms and 1,019 businesses here in Cortland County.

We are Cortland Harvest; we are rooted in our land; we are growing our community.

As part of the roll-out of this program SVHC is working with partners to feature the branding in restaurants, stores, farms, and other local shops throughout the county. The Legislature's support would highlight that Cortland County elected officials are here to support their community.

Cortland County Legislature support may include:

- A press release endorsing the Cortland Harvest brand
- Link to the Cortland Harvest on the County's website, and link with the Visitor's Bureau
- Advertise/share on social media pages
- Allow SVHC to present to the full legislature
- Pass a resolution endorsing Cortland Harvest

For more information please visit www.sevenvalleyshealth.org/cortlandharvest.

Thank you for being a supporter and partner!



For the community,

Kate Downes

Seven Valleys Health Coalition

E: kate@sevenvalleyshealth.org

P: (607) 756-4198



CORTLAND HARVEST GUIDELINES

Thank you for choosing Cortland Harvest! Cortland Harvest: Rooted in our land, growing our community is the new brand highlighting locally grown and produced food and agriculture products here in Cortland County.

To use the Cortland Harvest logo farmers/producers/businesses must:

- Be located within Cortland County, or within 5 miles of the county border.
- The individual applying for brand use has the authority to make executive decisions and agree to documentation on behalf of the business.
- If the product is processed, the main or active ingredient should be grown or raised within the county.
- Participants should follow best practices and uphold both federal and state regulations to ensure a safe product. This may include NYS Ag & Market standards, USDA standards, NYS Department of Health, ServSafe, etc.

We define grown and produced food and agriculture products as:

- Fresh produce, fruit, maple products, honey, jams, jellies, preserves, or other food made with local ingredients;
- Animal products include, but are not limited to meat, poultry, eggs, milk, and fiber. Animals must have spent at least 75% of their life within the county.
- Nurseries, greenhouse plants, flowers, trees, and other green industry growers where the plants/trees/crops have spent 75% of its life in Cortland County.
- Non-food value added products may include, but are not limited to, wax products and candles, wood products, animal feeds, animal milk soaps, topicals or ingested tinctures, dietary supplements, oils, extracts, syrups, infusions, mists, creams, salves, ointments etc.

Freshly prepared foods

- Foods that are freshly prepared are those foods identified on a menu or otherwise displayed or served ready to eat. The Cortland Harvest logo should be used to showcase dishes that feature ingredients from Cortland County and not dishes with token amounts of locally grown ingredients.

Value-added products

- Food value added products are defined as a food product that has been processed in some way. Food processing is any deliberate change in a food that occurs before it is available to consumers. It can be as simple as chopping or drying or adding value by processing into jams and sauces.
- If you are unsure of what value-added product qualifies for Cortland Harvest, reach out to us!



Please Note

While we applaud and encourage local entrepreneurs who are crafting their own artisan food products, unless the primary agricultural ingredient is grown or raised in Cortland County, a food or product cannot display the Cortland Harvest label. This is the key to building a strong local food system. With the Cortland Harvest label, you can trace your food from the farm to your fork!

Logo Usage

To keep the Cortland Harvest brand true to its mission, we ask participants to complete this [online form](#) to gain access to the logos. Access to the logos include variations of the Cortland Harvest logo in a digital format which may be added to your website, social media, or directly on your product's label. Please visit our [webpage](#) for more details!

Currently, we have small and large stickers, 8.5x11" signs, 11x17" posters, and shelf talkers available for businesses to have in their stores. If you are interested in receiving these, please contact [Kate Downes](#) to request these.

Please include the quantity, and specific items in your request:

- 3" stickers
- 4" stickers
- 11x17" posters
- Shelf talkers
- Roll of 1" stickers
- A digital poster file for printing
- Window clings

We are looking forward to watching Cortland Harvest continue to grow our community. Thank you for helping to make this happen!



For the community,
 Kate Downes
 Seven Valleys Health Coalition
 E: kate@sevenvalleyshealth.org
 P: (607) 756-4198



11x17" Poster



Shelf Talkers



3" or 4" Sticker