



AG/Planning/Environmental

Committee Meeting

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

~ Minutes ~

Thursday, June 8, 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
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	
Melissa Potter	Cortland County, NY	Mobility Manager	Present	
Trisha Hiemstra	Cortland County, NY	Director of Planning	Present	
Andrea Herzog	Cortland County, NY	Director of Finance	Present	
Melanie Vilardi	Cortland County, NY	Deputy County Administrator	Present	
Gina Cassidy	Cortland County, NY	Land Use Planner	Present	
Amy Buggs	Cortland County, NY	Grants Administrator	Present	
Kim Cameron	Cortland County Planning Board	Member	Present	
Amanda Barber	Cortland County Soil & Water	Director	Present	
Carlita Withers	Cortland County, NY	Assistant Accountant	Remote	
James Coffman			Remote	
Margaret Mellott	Cortland Standard	Reporter	Remote	

MINUTES

1. Ag/Planning/Environmental - Committee Meeting - May 11, 2023 10:00 AM

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Douglas Bentley, Committee Vice Chair
SECONDER:	Susan Wilson, Committee Member
AYES:	Bentley, Harbin, Van Dee, Heider, Bischoff, Wilson, Eccleston

RESOLUTIONS

AGENDA ITEM NO. 1 – Appoint Members - Central New York Regional Planning and Development Board

RESULT:	APPROVED [UNANIMOUS]
	Next: 6/22/2023 6:00 PM
MOVER:	Susan Wilson, Committee Member
SECONDER:	Douglas Bentley, Committee Vice Chair
AYES:	Bentley, Harbin, Van Dee, Heider, Bischoff, Wilson, Eccleston

ON MOTION OF HARBIN

RESOLUTION NO.

Appoint Members - Central New York Regional Planning and Development Board

WHEREAS, there is an ex-officio position for the Cortland County Planning Director as a Cortland County Representative on the Central New York Regional Planning and Development Board, NOW THEREFORE BE IT

RESOLVED, that the following be appointed in conformance with the Regional Planning and Development Board By-Laws:

Name	Capacity	Term Expiration
Trisha Hiemstra	Cortland County Planning Director	12/31/23

AGENDA ITEM NO. 2 – Resolution Supporting Cortland Harvest and Cortland County Agriculture

RESULT:	APPROVED [5 TO 2]
	Next: 6/22/2023 6:00 PM
MOVER:	Paul Heider, Committee Member
SECONDER:	Susan Wilson, Committee Member
AYES:	Bentley, Harbin, Bischoff, Wilson, Eccleston
NAYS:	Ronald J. Van Dee, Paul Heider

ON MOTION OF HARBIN

RESOLUTION NO.

Resolution Supporting Cortland Harvest and Cortland County Agriculture

WHEREAS, food system issues significantly affect the public health, land use, safety, economy and quality of life of Cortland County residents, and food related concerns are prevalent here, at a higher rate than other New York State counties, AND

WHEREAS, food security is a necessity of life, recognized as a condition in which all community residents can obtain a safe, culturally acceptable, nutritionally adequate diet through a sustainable food system that maximizes community self-reliance and sovereignty, AND

WHEREAS, the Cortland County Legislature has made community food systems and agricultural products a top priority for economic development and job growth, AND

WHEREAS, the Cortland County Legislature believes that a well-conceived agriculture promotion program can dramatically increase support for local farmers and food processors, increase access to high quality food and products, reduce instances of food insecurity which place undue stress on other local resources, and build a shared sense of pride in both the citizens and the community, AND

WHEREAS, according to a 2019 article published by Todd Schmit, a Cornell University agricultural economics professor, when \$1 is generated by an agricultural business, about half of that (\$0.49) is spent locally, ultimately building a thriving and vibrant community, AND

WHEREAS, for every job directly related to agriculture an additional .65 non-agricultural job is created - meaning that in rural communities like Cortland County, employment is bolstered across industries when agricultural entities are able to grow, AND

WHEREAS, Cortland County recognizes the establishment of an agriculture promotion program will encourage:

- Cortland County residents and visitors to purchase local food;
- the establishment of small businesses;
- the offering of locally available healthier and fresher food;
- small-scale food processors to build their businesses in Cortland County;
- larger institutional entities to commit to the use of local food to support growth and the local economy;
- efficient use of land and its conservation for agriculture;
- reduction in food transportation; and

, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby supports Cortland Harvest and the Cortland Food Project, which developed and supported the creation of Cortland Harvest, AND BE IT FURTHER

RESOLVED that the Cortland County Legislature supports programming, promotion, and sustainability of Cortland Harvest by:

- advertising Cortland Harvest on the county website;
- providing advertising space on Cortland County transit buses, if available, to promote Cortland Harvest;
- working with the Cortland County IDA/BDC, Cortland County Chamber of Commerce, and Cornell Cooperative Extension of Cortland County to further promote Cortland Harvest with new and existing businesses, producers, and farms;
- engaging with the Experience Cortland/County Visitor's Bureau to promote the Cortland Harvest brand to visitors;
- ensuring Cortland Harvest has promotional materials at county events and offices;
- exploring opportunities for county institutions to participate in local purchasing;

, AND BE IT FURTHER

RESOLVED, that the Cortland County Legislature encourages all County agencies that purchase food to provide a geographic preference for Cortland County-based food and beverage products whenever practicable.

AGENDA ITEM NO. 3 – Reject Bid for Operation and Management of the Cortland County Public Transportation System and Authorize Amended Agreement Between Cortland County and TransDev

RESULT:	APPROVED [UNANIMOUS]
	Next: 6/22/2023 6:00 PM
MOVER:	Susan Wilson, Committee Member
SECONDER:	Paul Heider, Committee Member
AYES:	Bentley, Harbin, Van Dee, Heider, Bischoff, Wilson, Eccleston

ON MOTION OF HARBIN

RESOLUTION NO.

Reject Bid for Operation and Management of the Cortland County Public Transportation System and Authorize Amended Agreement Between Cortland County and TransDev

WHEREAS, Cortland County advertised and received bids for Operation and Management of the Cortland County Public Transportation System, with the Provisions of Fixed Route and Demand Responsive Public Transportation, AND

WHEREAS, the County received one bid from the following:

First Transit, 720 E. Butterfield Rd., Suite 300, Lombard, IL 60148

, AND

WHEREAS, based upon evaluation of the bid it has been determined that it is in the County's best interest to continue the existing contract with First Transit and Cortland County, AND

WHEREAS, there is a need to amend the agreement with First Transit to assign the existing agreement between Cortland County and TransDev, as First Transit has been acquired by TransDev on March 6, 2023, NOW THEREFORE BE IT

RESOLVED, the Cortland County Legislature be and hereby formally rejects the bid proposal received on April 24, 2023 for the Operation and Management of the Cortland County Public Transportation System, with the Provisions of Fixed Route and Demand Responsive Public Transportation, AND BE IT FURTHER

RESOLVED, that the Chairman of the Cortland County Legislature and/or County Administrator, upon review and approval by the County Attorney or designee, be and hereby is authorized to execute an amended agreement with TransDev.

MONTHLY REPORTS

1. Soil & Water Monthly Report

RESULT:	COMPLETED
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ADJOURNMENT

The meeting was closed at 11:01 AM



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 Acceptance: Minutes of May 11, 2023 10:00 AM (MINUTES)

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
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DISCUSSION ITEMS

1. Cortland County Planning Board with Chair Chuck Feiszli

RESULT:	COMPLETED
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2. Cortland Harvest

RESULT:	COMPLETED
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ADJOURNMENT

The meeting was closed at 11:34 AM



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

June 8, 2023

AGRICULTURE AND PRIVATE LAND CONSERVATION

Agricultural Environmental Management (AEM) – Design work continues for projects funded by the Climate Resilient Farming (CRF) program, Agricultural Environmental Management (AEM) and Agricultural NPS Control and Abatement Program (AGNP) planned for this summer/fall.

AGNP and CRF program RFPs were released and applications are due to the state on June 26th (AGNP) and August 7th (CRF). We have twenty-one interested landowners with twenty-four potential projects. The SWCD Board will be reviewing and ranking projects at the board meeting next week for AGNP, and in July for CRF.

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 have begun visits to thirty-six 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 next week targeting variable leaf milfoil. SWCD will be operating the harvester and is moving ahead with the management plan review project.

SWCD has also hired a part-time boat steward who will be making rounds to various launches educating about invasive species spread prevention. We were also funded for a “Landing Blitz” which will occur in a few weeks when we will have staff at all launches in the county promoting spread prevention techniques and conducting outreach with recreationists.

Skaneateles Lake Watershed and Skaneateles Lake 9E Plan – the Watershed Advisory Committee had a meeting scheduled for June 22 to continue with the development of the 9E Plan. Several meetings were held to discuss modeling scenarios and assumptions and the group needs to decide on reasonable targets and measures for WQ improvement.

Cayuga Lake Watershed – The Cayuga Lake Watershed Intermunicipal Organization (CWIO) is hiring a new Watershed Manager.

“Fingerlakes Watershed” - We are evaluating potential monitoring, BMP planning/implementation or education/outreach projects for funding under the new FL Watershed Grants.

Stream Restoration and Culvert Rehabilitation – We six projects designed and ready for implementation. 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 have been coordinated with the municipality to accommodate traffic due to road

Attachment: SWCD update 6 2023 (11544 : Soil & Water Monthly Report)

closures, other summer road work, and staffing limitations. We have coordinated some additional engineering support from partner SWCDs to help get us through the season with our staffing changes/shortage.

CFA Grants – Staff are also prepping and preparing various project applications for funding through Water Quality Improvement Project grants and WQ Planning grants. We have one engineering study and one salt storage application under development.

Forestry – Our Upland Tree planting program and Trees for Bees projects were completed with five landowners. We also completed six new riparian forested buffer projects. New this year, SWCD was 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 buffer steward is on board and has begun work on maintenance of previously planted buffers in the county. He is also evaluating the planting for condition and survivability.

Dwyer Park Community Forest Management – The CFMP and all grant deliverables have been completed and the grant is closed. 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.

We are partnering with the New York Onsite Wastewater Treatment Training Network (OTN) to offer two training opportunities in Cortland on June 21st and 22nd: “Installation of Residential Onsite Wastewater Treatment Systems” AND “Soil Analysis for Onsite Wastewater Treatment” Both courses will offer Code Enforcement Officer credits and Engineering credits. To Register: <https://bit.ly/NYOTN-Wastewater-Installation> Questions should be directed to Becky Sims at RCAP Solutions: bsims@rcapsolutions.org or call 607-233-3824

PROGRAMS AND EDUCATION

The Cortland County Envirothon was May 11th with the winning team from Marathon represent us at the state competition on May 24th and 25th at Hobart & William Smith College.

The Water Festival was on June 3rd featuring lots of water related or themed displays, activities and kids games. We had about 500 visitors learning about water!