



AG/Planning/Environmental

Committee Meeting

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

~ Agenda ~

Tuesday, August 8, 2023

11:00 AM

Room 302

WebEx Meeting Information

<https://cortlandny.webex.com/cortlandny/j.php?MTID=m06b360cf6b2b6410ff5068c6baaa6d48>

Tuesday, August 8, 2023 11:00 AM | 2 hours | (UTC-04:00) Eastern Time (US & Canada)

Meeting number: 2332 919 1260

Password: 9YtdUz77KCS

Join by phone
+1-415-655-0001 US Toll
Access code: 233 291 91260

CALL TO ORDER

Attendee Name	Present	Absent	Late	Arrived
Committee Vice Chair Douglas Bentley	☐	☐	☐	
Committee Chair Beau Harbin	☐	☐	☐	
Committee Member Ronald J. Van Dee	☐	☐	☐	
Committee Member Paul Heider	☐	☐	☐	
Committee Member Cathy Bischoff	☐	☐	☐	
Committee Member Susan Wilson	☐	☐	☐	
Committee Member Mitchel Eccleston	☐	☐	☐	

MINUTES

1. Ag/Planning/Environmental - Committee Meeting - Jun 8, 2023 10:00 AM

RESOLUTIONS

ON MOTION OF HARBIN

AGENDA ITEM NO. 1

Authorize Grant Application with New York State Department of Parks, Recreation and Historic Preservation for 2023-2024 Cortland County Snowmobile Trail Development and Maintenance Grant - Planning Department

WHEREAS, Article 27 of the New York State Parks, Recreation and Historic Preservation Law establishes a mechanism for allocating funds to local governmental sponsors for the development and maintenance of snowmobile trails designated as part of the State Snowmobile Trail System, AND

WHEREAS, Cortland County is designated as the Local Sponsor under Section 27.17 of the New York State Parks, Recreation and Historic Preservation Law for the purpose of preparing a grant application for Snowmobile Trail Development and Maintenance for the period April 1, 2023 to March 31, 2024, AND

WHEREAS, the County will retain an administration fee up to ten percent (10%) of the grant award to offset the actual cost for administration expenses incurred as the local grant sponsor for the period of April 1, 2023 to March 31, 2024, NOW THEREFORE BE IT

RESOLVED, that the County Administrator upon review and approval of the County Attorney or designee, is hereby authorized to sign the Local Sponsor Signature Form with documentation to support Department of Environmental Conservation, Department of Transportation, Landowner and other State, or Federal Land Permissions for each Cortland County club to become part of the New York State Snowmobile Trail System, AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review and approval of the County Attorney or designee is hereby authorized to electronically sign all materials as it pertains to the Phase III approval of permissible expenses for Snowmobile Trail development and maintenance Grant for the period April 1, 2023 to March 31, 2024.

ON MOTION OF HARBIN

AGENDA ITEM NO. 2

Approve Negative Declaration of Environmental Impact Under State Environmental Quality Review (SEQR) for Cortland County Snowmobile Trails - Planning Department

WHEREAS, Article 27 of the New York State Parks, Recreation and Historic Preservation Law establishes a mechanism for allocating funds to local governmental sponsors for the development and maintenance of snowmobile trails designated as part of the State Snowmobile Trail System, AND

WHEREAS, having reviewed the criteria contained in 6NYCRR, Section 617.7, Cortland County finds that there will be no significant adverse environmental impact resulting from the development and use of snowmobile trails throughout Cortland County, AND

WHEREAS, it is the County's intent to support the development and maintenance of snowmobile trails as an important economic and recreational resource for Cortland County, NOW THEREFORE BE IT

RESOLVED, that the County Administrator, upon review and approval by the County Attorney or designee, be and hereby is authorized to sign a Negative Declaration of Environmental Impact statement under the New York State Environmental Quality Review (SEQR), Article 8 of the New York State Environmental Conservation Law, stating that there will be no significant adverse environmental impact resulting from the development and use of snowmobile trails throughout Cortland County.

ON MOTION OF HARBIN

AGENDA ITEM NO. 3

Authorize Agreements Various Snowmobile Clubs for Annual Snowmobile Trail Maintenance Grant Funding Years 2023-2024 - Planning Department

WHEREAS, Article 27 of the New York State Parks, Recreation and Historic Preservation Law establishes a mechanism for allocating funds to local governmental sponsors for the development and maintenance of snowmobile trails designated as part of the State Snowmobile Trail System, AND

WHEREAS, Cortland County under Section 27.17 of the State Parks, Recreation and Historic Preservation Law will apply for Snowmobile Trail Development and Maintenance grant funding for the period of April 1, 2023 to March 31, 2024, AND

WHEREAS, Cortland County enters into agreements with certain Snowmobile Clubs to ensure that the clubs perform trail maintenance and grooming of existing trails throughout Cortland County, AND

WHEREAS, the County serves as the local sponsor for the grant application and as the grant recipient, AND

WHEREAS, the County will retain an administration fee up to ten percent (10%) of the grant award to offset the actual cost for administration expenses incurred as the local grant sponsor for the period of April 1, 2023 to March 31, 2024, but will transfer funds from the grant to the various snowmobile clubs to reimburse for the maintenance and grooming of the local snowmobile trail system, NOW THEREFORE BE IT

RESOLVED, the Cortland County Legislature hereby authorizes the County Administrator upon review and approval by the County Attorney or designee to sign agreements with the following snowmobile clubs; Truxton Snowmobile Club, Inc., Trailblazers of Onondaga & Cortland County (Tully Trailblazers), Trail Hounds, Inc., Seven Valley Snow Goers, Inc., Ridge Rider's Snowmobile Club, Inc., Marathon Snowdusters, Inc., LaFayette Trailriders, and Dryden Caroline Drifters Snowmobile Club for the purposes as previously stated for the period April 1, 2023 to March 31, 2024.

ON MOTION OF HARBIN

AGENDA ITEM NO. 4

Appoint Member Central New York Regional Market Authority

WHEREAS, Section 827 of the Public Authority Law of the State of New York provides that each County Legislature of the Central New York Regional Market District shall name directors to the Central New York Regional Market Authority, AND

WHEREAS, there is a vacancy due to a resignation, NOW THEREFORE BE IT

RESOLVED, that Paul Heider be and hereby is appointed to represent Cortland County on said Board, effective immediately for a term to expire December 31, 2026.

ON MOTION OF HARBIN

AGENDA ITEM NO. 5

Authorize Agreement for Consulting Services to Create a Cortland County Strategic Development Plan - Planning Department

WHEREAS, the Cortland County Planning Department advertised for proposals for Consulting Services to create a Cortland County Strategic Development Plan, AND

WHEREAS, Resolution No. 174-22 approved monies awarded from Appalachian Regional Commission (ARC) and Empire State Development (ESD) in the amount of \$190,000 with a County match of \$10,000 for the cost of services to create a Cortland County Strategic Development Plan, AND

WHEREAS, the Cortland County Planning Department received proposals from the following consultants:

MRB Group D.P.C. - \$200,000
220 Salina Meadows Parkway #180
Syracuse, NY 13212

C&S Engineers, Inc. - \$200,000
499 Col Eileen Collins Blvd
Syracuse, NY 13212

, NOW THEREFORE BE IT

RESOLVED, that in accordance with the recommendations of involved parties, the County Legislature hereby awards the contract for Consulting Services to Create a Cortland County Strategic Development Plan to MRB Group, D.P.C., AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review and approval as to form by the County Attorney or designee, is hereby authorized to execute the necessary agreements for said contract, AND BE IT FURTHER

RESOLVED, that all costs associated with the Consulting Services to Create a Cortland County

Strategic Development Plan shall be paid from account #A80205.54055.

ON MOTION OF HARBIN

AGENDA ITEM NO. 6

Adopt Cortland County Charter Service Permission and Reporting Policy – Planning Department

WHEREAS, Cortland County would like to establish a policy for using Federal Transit Administration (FTA) funded vehicles to follow FTA Charter Bus Service Regulations and request New York State Department of Transportation (NYSDOT) permission prior to accepting any charter trip, AND

WHEREAS, NYSDOT requires all transit systems who would like to offer charter services with federally funded equipment to request approval to provide a charter service, AND

WHEREAS, Cortland County will follow the Charter Service Permission and Reporting Policy prior to accepting any charter trips with Cortland County Transit buses, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby adopts the attached Cortland County Charter Service Permission and Reporting Policy, outlining the guidelines and procedures for accepting any charter trips utilizing federally funded vehicles.

ACTION ITEMS

1. Letter of Support for IRT Construction Project - Highway Truck Garage

MONTHLY REPORTS

1. August 2023 Planning Department Activity Report

DISCUSSION ITEMS

1. Cortland County Planning Board Appointments
2. Review & Discuss 2024 Budget Requests and Initiatives

ADJOURNMENT