



AG/Planning/Environmental

Committee Meeting

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

~ Minutes ~

Thursday, November 2, 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	Present		10:38 AM
Paul Heider	Cortland County, NY	Committee Member	Present		
Cathy Bischoff	Cortland County, NY	Committee Member	Late	10:03 AM	
Susan Wilson	Cortland County, NY	Committee Member	Excused		
Mitchel Eccleston	Cortland County, NY	Committee Member	Present		
Rob Corpora	Cortland County, NY	County Administrator	Present		
Savannah Hempstead	Cortland County, NY	Clerk of the Legislature	Present		
Stacy Russell	Soil & Water Conservation District		Present		
Trisha Hiemstra	Cortland County, NY	Director of Planning	Present		
Melanie Vilardi	Cortland County, NY	Deputy County Administrator	Present		
Brendan O'Bryan	Cortland County Business Development Corporation	Executive Director	Present		
Eric Mulvihill	Cortland County Business Development Corporation	Economic Development Specialist	Present		
David Rutherford	Cortland County, NY	Executive Director, Cornell Cooperative Extension	Present		
Andrea Herzog	Cortland County, NY	Director of Finance	Present		
Kim Cameron	Cortland County Planning Board	Member	Remote		
Carlita Withers	Cortland County, NY	Assistant Accountant	Remote		
Margaret Mellott	Cortland Standard	Reporter	Remote		
Eddie Velazquez	Cortland Voice	Reporter	Remote		
Victor Siegle	Cortland County, NY	Resident	Remote		

Kimberly Bigladeri	Cortland County, NY	Deputy Clerk of the Legislature	Remote		
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MINUTES

1. Ag/Planning/Environmental - Committee Meeting - Oct 12, 2023 10:00 AM

RESULT:	APPROVED [5 TO 0]
MOVER:	Douglas Bentley, Committee Vice Chair
SECONDER:	Paul Heider, Committee Member
AYES:	Bentley, Harbin, Van Dee, Heider, Eccleston
EXCUSED:	Susan Wilson
AWAY:	Cathy Bischoff

RESOLUTIONS

DISCUSSION ITEMS

1. Economic Development Opportunities - Brendan O'Bryan, Executive Director Cortland County Business Development Corporation

RESULT:	COMPLETED
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MONTHLY REPORTS

1. Soil and Water Report November 2023

RESULT:	COMPLETED
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ADJOURNMENT

The meeting was closed at 11:04 AM



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Thursday, October 12, 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	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		11:02 AM
Mitchel Eccleston	Cortland County, NY	Committee Member	Present		
Kevin Fitch	Cortland County, NY	Chair of the Legislature	Present		
Savannah Hempstead	Cortland County, NY	Clerk of the Legislature	Present		
Sandra Price	Cortland County, NY	Board Member	Present		
Kim Cameron	Cortland County, NY	Planning Board Member	Present		
Amanda Barber	Cortland County Soil & Water Conservation District	Executive Director	Present		
Trisha Hiemstra	Cortland County, NY	Director of Planning	Remote		
David Rutherford	Cortland County, NY	Executive Director, Cornell Cooperative Extension	Remote		
Margaret Mellott	Cortland Standard	Reporter	Remote		
Andrea Herzog	Cortland County, NY	Director of Finance	Remote		
Eddie Velazquez	Cortland Voice	Reporter	Remote		
Kimberly Biglardi	Cortland County, NY	Deputy Clerk of the Legislature	Remote		

Minutes Acceptance: Minutes of Oct 12, 2023 10:00 AM (MINUTES)

MINUTES

1. Ag/Planning/Environmental - Committee Meeting - Aug 8, 2023 11:00 AM

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

MONTHLY REPORTS

1. Planning Department- Activity Report - October 2023

RESULT:	COMPLETED
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2. October 2023 Monthly Report - Soil and Water

RESULT:	COMPLETED
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DISCUSSION ITEMS

1. Southern Tier 8 Regional Broadband Conference Invitation

RESULT:	COMPLETED
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2. Committee Discussion and Review of Departmental Budgets for 2024

RESULT:	COMPLETED
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COMMITTEE RECOMMENDATION

1. Committee Recommendation to Finance and Administration Committee for Soil & Water Reallocation of ARP Funding

RESULT:	APPROVED [6 TO 0]
MOVER:	Paul Heider, Committee Member
SECONDER:	Cathy Bischoff, Committee Member
AYES:	Bentley, Harbin, Van Dee, Heider, Bischoff, Eccleston
AWAY:	Susan Wilson

RESOLUTIONS

AGENDA ITEM NO. 1 – Amend Tentative 2024 Budget - Cooperative Extension

RESULT:	APPROVED [6 TO 0]
	Next: 10/17/2023 10:00 AM
MOVER:	Paul Heider, Committee Member
SECONDER:	Ronald J. Van Dee, Committee Member
AYES:	Bentley, Harbin, Van Dee, Heider, Bischoff, Eccleston
AWAY:	Susan Wilson

ON MOTION OF HARBIN**RESOLUTION NO.****Amend Tentative 2024 Budget - Cooperative Extension**

WHEREAS, the County Administrator (Budget Officer) presented the 2024 Tentative County Budget to the Cortland County Legislature on September 28, 2023, AND

WHEREAS, a Public Hearing was held on October 26, 2023 at 6 p.m. in the Legislative Chambers, AND

WHEREAS, the Cortland County Legislature's Agriculture, Planning and Environment Committee approved an amendment to the 2024 Tentative County Budget in the amount of \$25,000 in Account A87505.54815 for Cooperative Extension from Account No. A19905.91000 - Appropriated Fund Balance, AND

WHEREAS, the Legislature's Finance and Administration Committee has reviewed said budget and has recommended the amendment, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby amends the 2024 Tentative County Budget to add \$25,000 in Account A87505.54815 for Cooperative Extension from Account No. A19905.91000 - Appropriated Fund Balance.

ADJOURNMENT

The meeting was closed at 11:25 AM

Minutes Acceptance: Minutes of Oct 12, 2023 10:00 AM (MINUTES)



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 - November

From: Amanda Barber, SWCD Manager

October 25, 2023

AGRICULTURE AND PRIVATE LAND CONSERVATION

Agricultural Environmental Management (AEM) – We have two water quality best management practices under construction on local farms. One is a silage leachate collection and treatment system, and the other is a barnyard runoff/heavy use area protection project. We perform regular construction checks and oversee installation. Once complete we will assist with as-built documentation. When as-builts are approved by the engineer we can process project reimbursement payments and complete necessary grant administration.

Cover crops-Staff are working with local farms to document cover crops planted this fall. Reimbursement will be provided on a per acre basis for all cover crops planted, once certified. We have over \$120,000 available to support cover crops.

Natural resource conservation – staff are working with two landowners to plan projects on their property that will include wetland creation, buffer planting, and upland tree planting. Once plans are complete we will begin to seek funding for the projects, as needed. SWCD anticipates funding and free trees to be available again for qualifying projects.

COMMUNITY NATURAL RESOURCES MANAGEMENT AND PLANNING

Little York Lake Protection and Rehabilitation District – The RFQ for the lake management plan audit was readvertised. We expect to award the project at the SWCD Board meeting on November 14th. A meeting of the LYLPRD Advisory Committee will be held to review the plan for 2024. A letter with a summary of 2023 Activities and the 2024 Plan will be distributed to LYLPRD members early next year. We also anticipate conducting a survey of members to obtain feedback.

Aquatic Invasive Species Spread Prevention - We are preparing two grant proposals (the limit allowed) for Cortland County and local lakes, one to continue and expand our boat steward and AIS education/outreach program, and a second to support AIS treatment on the lakes.

Skaneateles Lake Watershed and Skaneateles Lake 9E Plan – Three meetings are scheduled for November 2nd, 3rd, and 9th for the advisory committee to review recommendations for invasive species/public education, stormwater/landscape management, and residential use/roads that are proposed for the 9E Plan.

Cayuga Lake Watershed Intermunicipal Organization – A meeting was held the evening of October 25th. A new Watershed Coordinator has been hired. The 9 Element Plan for reducing phosphorus in Owasco Lake and

status of the Owasco Watershed Rules and Regulations were discussed. The State Health Department did not approve the revised Rules and Regs. The state has funding for municipalities to develop Drinking Water Source Protection Plans (DWSP2)

Stream Restoration and Culvert Rehabilitation – Staff are focusing on permit applications and designs for projects planned for next year. Our Sustain Our Great Lakes (SOGL) grant will be closed out the end of the year. All projects were completed.

Forestry – The City Waterworks trees have been planted. Dwyer Park and the DOT property behind Wendy's are being scheduled with DPW staff. Our application for a Part B special project was submitted requesting funds to continue the upland tree planting work we started two years ago. Our Spring Planting Program order is nearly ready. The online store will be open by the first of the year.

CONSERVATION EDUCATION AND PROGRAMS

Conservation Field Days were held on September 28th and 29th. We are gathering evaluations from presenters and teachers/school staff.

ADMINISTRATION

Our 2024 Annual Work Plan is complete and was submitted to the state for review. Review of various office policies continues.