



Culture, Planning & Environmental Committee

60 Central Ave.

Cortland, NY 13045

<https://www.cortlandcountyny.gov>

Committee Meeting

~ Minutes ~

Thursday, November 7, 2024

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
Reed Cleland	Cortland County, NY	Committee Member	Present	
Mitchel Eccleston	Cortland County, NY	Committee Member	Present	
Paul Heider	Cortland County, NY	Committee Member	Present	
William McGovern	Cortland County, NY	Committee Member	Present	
Sandra Price	Cortland County, NY	Committee Member	Present	
Kris Valentine Behnke	Cortland County, NY	Committee Member	Present	
Beau Harbin	Cortland County, NY	Committee Chair	Present	
Kevin Fitch	Cortland County, NY	Chair of the Legislature	Present	
Savannah Hempstead	Cortland County, NY	Clerk of the Legislature	Present	
Rob Corpora	Cortland County, NY	County Administrator	Present	
Melissa Potter	Cortland County, NY	Mobility Manager	Present	
Trisha Hiemstra	Cortland County, NY	Planning Director	Present	
David Rutherford	Cortland County, NY	Executive Director, Cornell Cooperative Extension	Present	
Mark Meyerhofer	ECC Technologies	Director of Broadband	Present	
David Botar	CNYRPDB	Executive Director	Present	
Ashley Millard	Cortland County, NY	Deputy Clerk of the Legislature	Remote	
Jason DeRaiche	Cortland County, NY	Safety Director	Remote	
Carlita Withers	Cortland County, NY	Deputy Director of Finance	Remote	
Chris Jankus	Cortland County, NY	GIS Planner	Remote	
Jessica Leet	Cortland County, NY	Executive Assistant	Remote	
Amanda Barber	Soil & Water Conservation	District Manager	Remote	
Victoria J. Monty	Cortland County, NY	County Attorney	Remote	
Andrea Herzog	Cortland County, NY	Director of Finance	Present	
Melanie Vilardi	Cortland County, NY	Deputy County Administrator	Present	
Morgan Spaulding	Cortland County, NY	Grants Administrator	Present	
Christopher Newell	Cortland County, NY	Board Member	Present	
Cathy Bischoff	Cortland County, NY	Board Member	Present	
Doug Schneider	Cortland Standard	Reporter	Present	
Keith VanGorder	Cortland County, NY	Board Member	Remote	
Eugene Waldbauer	Cortland County, NY	Board Member	Present	

MINUTES

1. Ag/Planning/Environmental - Committee Meeting - Oct 10, 2024 10:00 AM

RESULT:	APPROVED
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PRESENTATIONS

1. Presentation by CNYRPDB Regarding Updates on Proposed CNYNET Broadband Network Project

RESULT:	COMPLETED
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RESOLUTIONS

AGENDA ITEM NO. 1 – Resolution Authorizing the Execution of a Commitment Letter to the Central New York Regional Planning and Development Board for the CNYNET Broadband Network Project

RESULT:	APPROVED [UNANIMOUS]
	Next: 11/12/2024 9:00 AM
MOVER:	Reed Cleland, Committee Member
SECONDER:	Paul Heider, Committee Member
AYES:	Cleland, Eccleston, Heider, McGovern, Price, Behnke, Harbin

ON MOTION OF HARBIN

RESOLUTION NO.

Resolution Authorizing the Execution of a Commitment Letter to the Central New York Regional Planning and Development Board for the CNYNET Broadband Network Project

WHEREAS, the Cortland County Legislature recognizes the importance of accessible and reliable broadband service to support economic growth, educational advancement, and community development throughout Cortland County and Central New York; AND

WHEREAS, the Central New York Regional Planning and Development Board (CNYRPDB) has submitted an application to the New York State (NYS) ConnectAll Office under the Municipal Infrastructure Program - Phase 3 to support the development of broadband infrastructure, referred to as the CNYNET Broadband Network project; AND

WHEREAS, the proposed CNYNET Broadband Network project aims to construct a 325-mile open access network that will deliver essential broadband services to unserved and underserved rural communities in Cortland and Cayuga Counties; AND

WHEREAS, CNYRPDB has requested a grant of \$26.1 million to support the development of this project; AND

WHEREAS, Cortland County has been requested to provide a commitment of \$3 million to support its proportional allocation of financing and reserve requirements for the project; AND

WHEREAS, this \$3 million commitment by Cortland County will be structured as interim construction financing and will be repaid to the County from grant funds awarded to the CNYRPDB by the NYS ConnectAll Office upon successful approval and disbursement of funds, contingent upon the review of final project plans, the State's grant award, and the formal appropriation of funds by the Cortland County Legislature; AND

WHEREAS, the Cortland County Legislature is fully supportive of this collaborative initiative to expand broadband access and foster connectivity throughout rural areas in the County; NOW

THEREFORE BE IT

RESOLVED, that the Chairman of the Cortland County Legislature, upon review by the County Attorney or designee, is hereby authorized and directed to execute a commitment letter to the Central New York Regional Planning and Development Board to confirm Cortland County's support of the CNYNET Broadband Network project and provide a financial commitment in the amount of \$3 million, as outlined in the letter; AND BE IT FURTHER

RESOLVED, that this commitment of financing is expressly subject to the review and approval of final project development plans, the NYS ConnectAll Office's Municipal Infrastructure Program (MIP) grant award and disbursement agreement, and a formal appropriation of funds by the Cortland County Legislature.

AGENDA ITEM NO. 2 – Appoint Members to the Transportation Advisory Committee

RESULT:	APPROVED [UNANIMOUS]
	Next: 11/21/2024 6:00 PM
MOVER:	Sandra Price, Committee Member
SECONDER:	William McGovern, Committee Member
AYES:	Cleland, Eccleston, Heider, McGovern, Price, Behnke, Harbin

ON MOTION OF HARBIN

RESOLUTION NO.

Appoint Members to the Transportation Advisory Committee

WHEREAS, Resolution No. 289-19 authorized the formalization of the Transportation Advisory Committee as a Citizen's Advisory Committee; AND

WHEREAS, the Transportation Advisory Committee, as a formal subcommittee of the Agriculture, Planning, and Environmental Committee, will consist of a membership from a wide variety of community service agencies and government agencies; AND

WHEREAS, the Cortland County Legislature approved changes to the Bylaws of the Transportation Advisory Committee, which include staggering terms of members; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature be and hereby appoints the following community service and government agency representatives, or their designee, to the Transportation Advisory Committee for a term beginning January 1, 2025 as follows:

NAME	AGENCY/CAPACITY	TERM ENDING
Jackie Leaf	Seven Valley Health Coalition	12/31/2027
Brian Moore	Cortland County Department of Social Services	12/31/2027
Jennifer Hillman	Cortland County Health Department	12/31/2027
Christopher Maroney	SUNY Cortland	12/31/2027

AGENDA ITEM NO. 3 – Renew Joint Municipal Agreement for Public Transportation with Cortland and Tompkins Counties

RESULT:	APPROVED [UNANIMOUS]
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Next: 11/21/2024 6:00 PM

MOVER:	Reed Cleland, Committee Member
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SECONDER:	Sandra Price, Committee Member
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AYES:	Cleland, Eccleston, Heider, McGovern, Price, Behnke, Harbin
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ON MOTION OF HARBIN

RESOLUTION NO.

Renew Joint Municipal Agreement for Public Transportation with Cortland and Tompkins Counties

WHEREAS, there are a large number of residents of Cortland County who are employed in Tompkins County and therefore commute to Tompkins County on a daily basis; AND

WHEREAS, Resolution Nos. 116-07, 94-12, 57-15, and 294-19 authorized an agreement between Cortland County and Tompkins County in order to provide a commuter bus service to Cornell University and associated services related to existing routes 6,7,10, and 11 which are located in Tompkins County; AND

WHEREAS, Cortland County proposes to continue providing service to Tompkins County and extend the agreement with Tompkins County to provide service to Tompkins County for a period of 7 months, beginning October 1, 2024 ending May 1, 2025; NOW THEREFORE BE IT

RESOLVED, that the Chairman of the Cortland County Legislator, upon review by the County Attorney or designee, be and hereby authorized to enter into an agreement between Cortland County and Tompkins County to provide a commuter bus service to Tompkins County.

MONTHLY REPORTS

1. SWCD Monthly Report

RESULT:	COMPLETED
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2. Planning Department Activity Report

RESULT:	COMPLETED
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3. Cooperative Extension Monthly Report

RESULT:	COMPLETED
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DISCUSSION ITEMS

1. Agricultural District Inclusion Period

RESULT:	COMPLETED
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ADJOURNMENT

The meeting was closed at 11:23 AM



Agriculture, Planning & Environmental Committee

Committee Meeting ~ Minutes ~

60 Central Ave.
Cortland, NY 13045

<https://www.cortlandcountyny.gov>

Thursday, October 10, 2024

10:00 AM

Room 302

CALL TO ORDER

The meeting was called to order at 10:03 AM by Committee Chair Beau Harbin

Attendee Name	Organization	Title	Status	Arrived	Departed
Reed Cleland	Cortland County, NY	Committee Member	Present		
Mitchel Eccleston	Cortland County, NY	Committee Member	Present		
Paul Heider	Cortland County, NY	Committee Member	Present		
William McGovern	Cortland County, NY	Committee Member	Present		
Sandra Price	Cortland County, NY	Committee Member	Excused		
Kris Valentine Behnke	Cortland County, NY	Committee Member	Present		11:06 AM
Beau Harbin	Cortland County, NY	Committee Chair	Present		
Kevin Fitch	Cortland County, NY	Chair of the Legislature	Present		
Savannah Hempstead	Cortland County, NY	Clerk of the Legislature	Present		
Rob Corpora	Cortland County, NY	County Administrator	Present		
Bob Haight	Cortland Chamber of Commerce	Executive Director	Present		
Trisha Hiemstra	Cortland County, NY	Planning Director	Present		
Michele Enright	Experience Cortland	Executive Director	Present		
Brendan O'Bryan	Cortland County Business Development Corporation	Executive Director	Present		
Amy Buggs	Cortland County, NY	Grants Administrator	Present		
Amanda Barber	Soil & Water Conservation	District Manager	Present		
Andrea Herzog	Cortland County, NY	Director of Finance	Present		
Jessica Leet	Cortland County, NY	Executive Assistant of Planning	Present		
Kim Cameron	Cortland, NY	Resident	Present		
Allen Pankhurst	Cortland County, NY	Director of Buildings & Grounds	Present		

Minutes Acceptance: Minutes of Oct 10, 2024 10:00 AM (MINUTES)

Doug Schneider	Cortland Standard	Reporter	Present		
Cathy Bischoff	Cortland County, NY	Board Member	Late	10:33 AM	
Ronald J. Van Dee	Cortland County, NY	Board Member	Late	10:33 AM	
Angelina White		MRB Group	Remote		
Tracy Verrier		MRB Group	Remote		
Ashley Millard	Cortland County, NY	Deputy Clerk of the Legislature	Remote		

MINUTES

1. Ag/Planning/Environmental - Committee Meeting - Sep 12, 2024 10:00 AM

RESULT: APPROVED

RESOLUTIONS

AGENDA ITEM NO. 1 – State Environmental Quality Review (SEQR) - Declaration of Intent to be Lead Agency for Cortland County Strategic Development Plan - Planning Department

RESULT: APPROVED [UNANIMOUS]

Next: 10/24/2024 6:00 PM

MOVER: William McGovern, Committee Member

SECONDER: Kris Valentine Behnke, Committee Member

AYES: Cleland, Eccleston, Heider, McGovern, Behnke, Harbin

EXCUSED: Sandra Price

ON MOTION OF HARBIN

RESOLUTION NO.

State Environmental Quality Review (SEQR) - Declaration of Intent to be Lead Agency for Cortland County Strategic Development Plan - Planning Department

WHEREAS, the Cortland County Legislature (hereinafter referred to as the Legislature) has reviewed and completed the SEQR Full Environmental Assessment Form (EAF) Part 1, prepared by the MRB Group (hereinafter referred to as County Consulting Firm) on the above referenced Cortland County Strategic Plan Adoption (hereinafter referred to as Action); AND

WHEREAS, the Legislature determines that said Action is classified as a Type 1 Action under the State Environmental Quality Review (SEQR) Regulations; AND

WHEREAS, the Legislature determines that said Action is also subject to review and approval by other involved agencies under SEQR Regulations; AND

WHEREAS, the Legislature determines that it is the most appropriate agency to ensure the coordination of this Action and will provide written notifications to involved agencies, for the purposes of conducting a coordinated review and making the determination of significance thereon under the SEQR Regulations; NOW THEREFORE BE IT

RESOLVED, that the Legislature does hereby declare its intent to be designated as the lead agency for the Action and directs the County Administrator to sign and date the Full EAF Part 1; AND BE FURTHER

RESOLVED, that the County's Consulting Firm is directed to provide notice hereof to the involved and interested agencies, seeking their agreement (or objection thereto) in writing.

AGENDA ITEM NO. 2 – Set Date for Public Hearing for Cortland County Strategic Development Plan - Planning Department

RESULT:	APPROVED [UNANIMOUS]
	Next: 10/24/2024 6:00 PM
MOVER:	Reed Cleland, Committee Member
SECONDER:	William McGovern, Committee Member
AYES:	Cleland, Eccleston, Heider, McGovern, Behnke, Harbin
EXCUSED:	Sandra Price

ON MOTION OF HARBIN

RESOLUTION NO.

Set Date for Public Hearing for Cortland County Strategic Development Plan - Planning Department

WHEREAS, the Cortland County Legislature has received a draft of the Cortland County Strategic Development Plan; AND

WHEREAS, the Cortland County Legislature encourages feedback on the draft Cortland County Strategic Development Plan; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature does hereby schedule a Public Hearing for the draft Cortland County Strategic Development Plan on November 21, 2024 at 6:00 PM; AND BE IT FURTHER

RESOLVED, that said Public Hearing shall be held in the Legislative Chambers, located at the Cortland County Office Building, 60 Central Avenue, Room 306, Cortland, New York 13045; AND BE IT FURTHER

RESOLVED, that the Clerk of the Legislature properly advertise said meeting in the County's designated newspaper.

AGENDA ITEM NO. 3 – Adopt Cortland County Public Transportation System Title VI Plan - Planning Department

RESULT:	APPROVED [UNANIMOUS]
	Next: 10/24/2024 6:00 PM
MOVER:	Reed Cleland, Committee Member
SECONDER:	Mitchel Eccleston, Committee Member
AYES:	Cleland, Eccleston, Heider, McGovern, Behnke, Harbin
EXCUSED:	Sandra Price

ON MOTION OF HARBIN

RESOLUTION NO.

Adopt Cortland County Public Transportation System Title VI Plan - Planning Department

WHEREAS, the Title VI Act of 1964 ensured that anti-discrimination is enforced throughout the work undertaken by all recipients of federal funding; AND

WHEREAS, the New York State Department of Transportation (NYSDOT) Title

Minutes Acceptance: Minutes of Oct 10, 2024 10:00 AM (MINUTES)

VI/Environmental Justice program serves, creates, implements and regulates procedures that comply with Title VI of the Civil Rights Act of 1964, the Environmental Justice Executive Order 12898, Executive Order 13166, Limited English proficiency, the Civil Rights Restoration Act of 1987 and the Title 49 CFR Part 21; AND

WHEREAS, the Federal Transit Administration (FTA) requires all applicants who receive federal funding ensure their programs, policies, and activities comply with Title VI of the Civil Rights Act of 1964; AND

WHEREAS, Title VI provisions include, but are not limited to, prohibiting discrimination on the grounds of race, color, sex, age, nationality, religion, disabling condition, or being included within minority populations and/or low income populations, as well as prohibits exclusion from participation, denial of benefits to, or others subject to discrimination under any program or activity administered by NYSDOT; AND

WHEREAS, Cortland County is an applicant on various types of transportation grants; AND

WHEREAS, Melissa Potter, MPH, Mobility Manager, is the Public Transportation Title VI Officer; AND

WHEREAS, under the requirements of the Federal Transit Administration (FTA), all recipients who receive Federal Funding must have a Transportation Title VI Plan and Procedures; AND

WHEREAS, the adoption of the Cortland County Public Transportation System Title VI Plan will fulfill the Federal Transit Administration (FTA) requirement; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature be and hereby officially adopts the Cortland County Public Transportation System Title VI Plan.

MONTHLY REPORTS

1. 12546 : Soil & Water Monthly Report

RESULT:	COMPLETED
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2. 12544 : Planning Department Activity Report

RESULT:	COMPLETED
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EXECUTIVE SESSION

It was MOVED by Mr. Cleland, seconded by Mr. Heider, and unanimously approved by voice-vote of members present, to enter into an executive session to discuss the medical history of a particular person with all present Legislators, Savannah Hempstead, Rob Corpora, Melanie Vilardi and Trisha Hiemstra permitted to stay in the room. MOTION CARRIED.

An executive session was held from 11:07 a.m. to 11:12 a.m., at which time on motion of Mr. Heider, seconded by Mr. Harbin, it was unanimously approved by voice vote to exit executive session.

DISCUSSION ITEMS

ADJOURNMENT

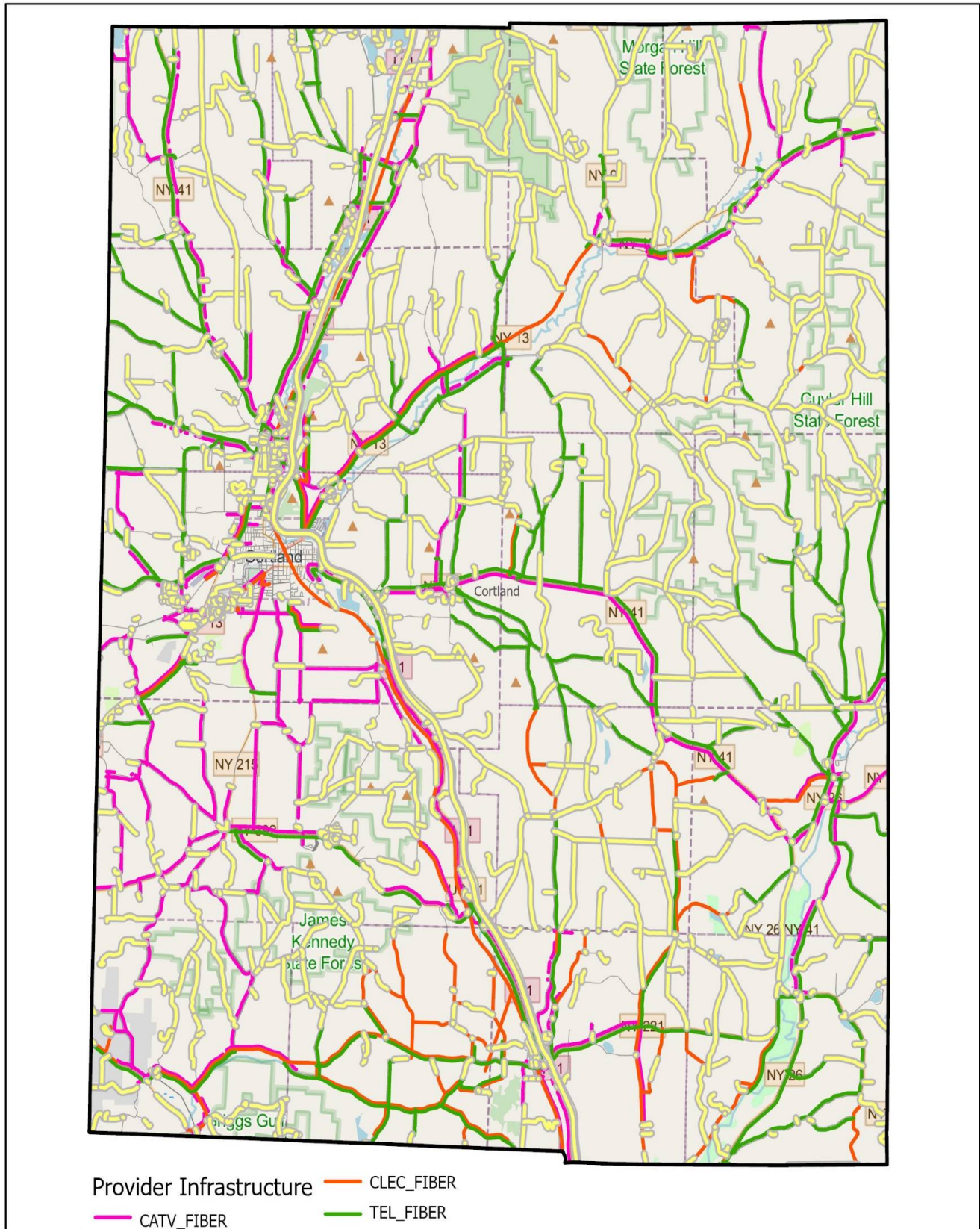
The meeting was closed at 11:12 AM

CNY RPDB
CNY NET
ConnectALL
Municipal
Infrastructure Grant

**Cortland County
Maps**

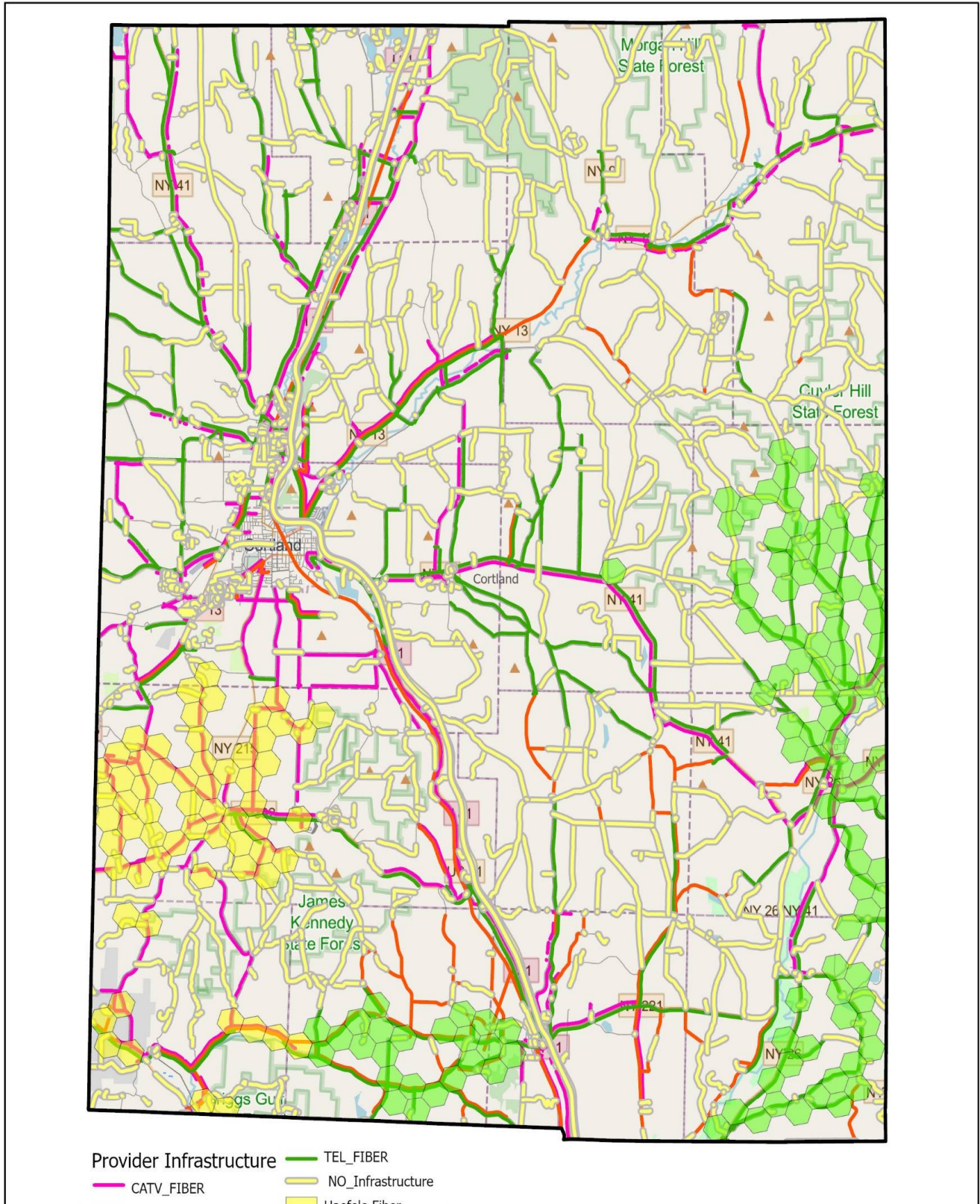
November 6, 2024

Cortland County Study 2021



0 2 4 8 Miles

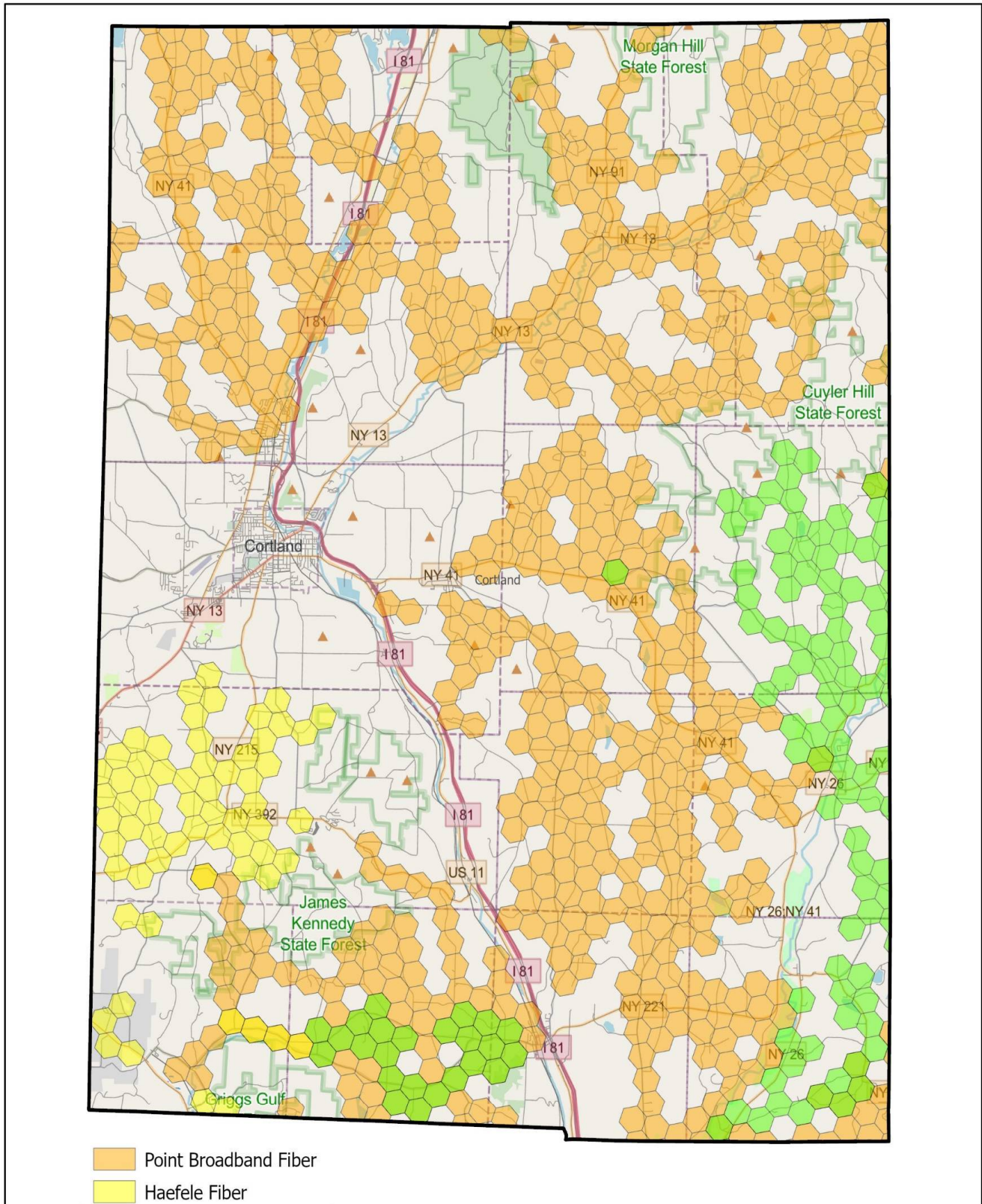
Cortland County Incumbent Reported Fiber services



0 2 4 8 Miles

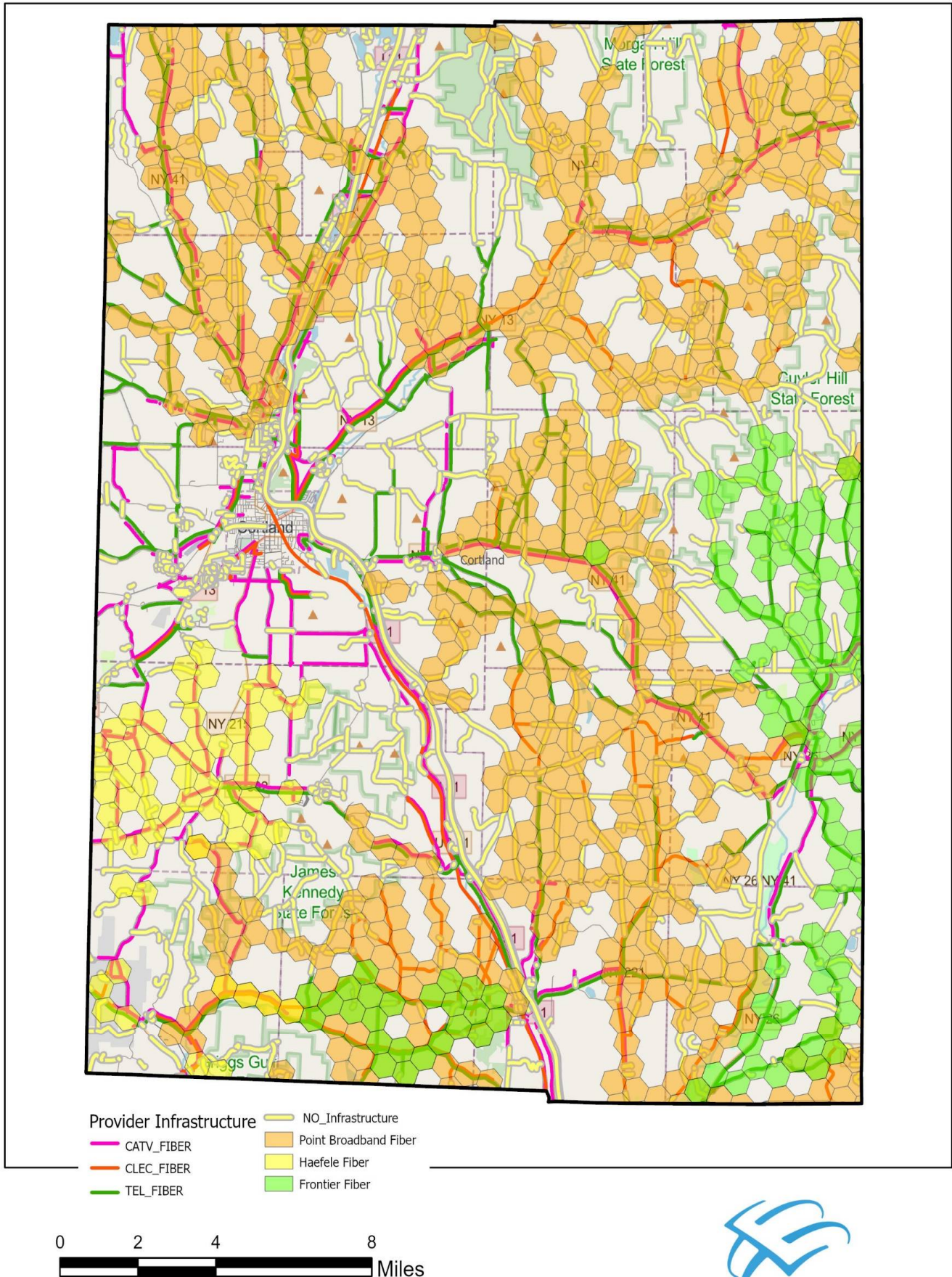


Cortland County Reported Fiber services

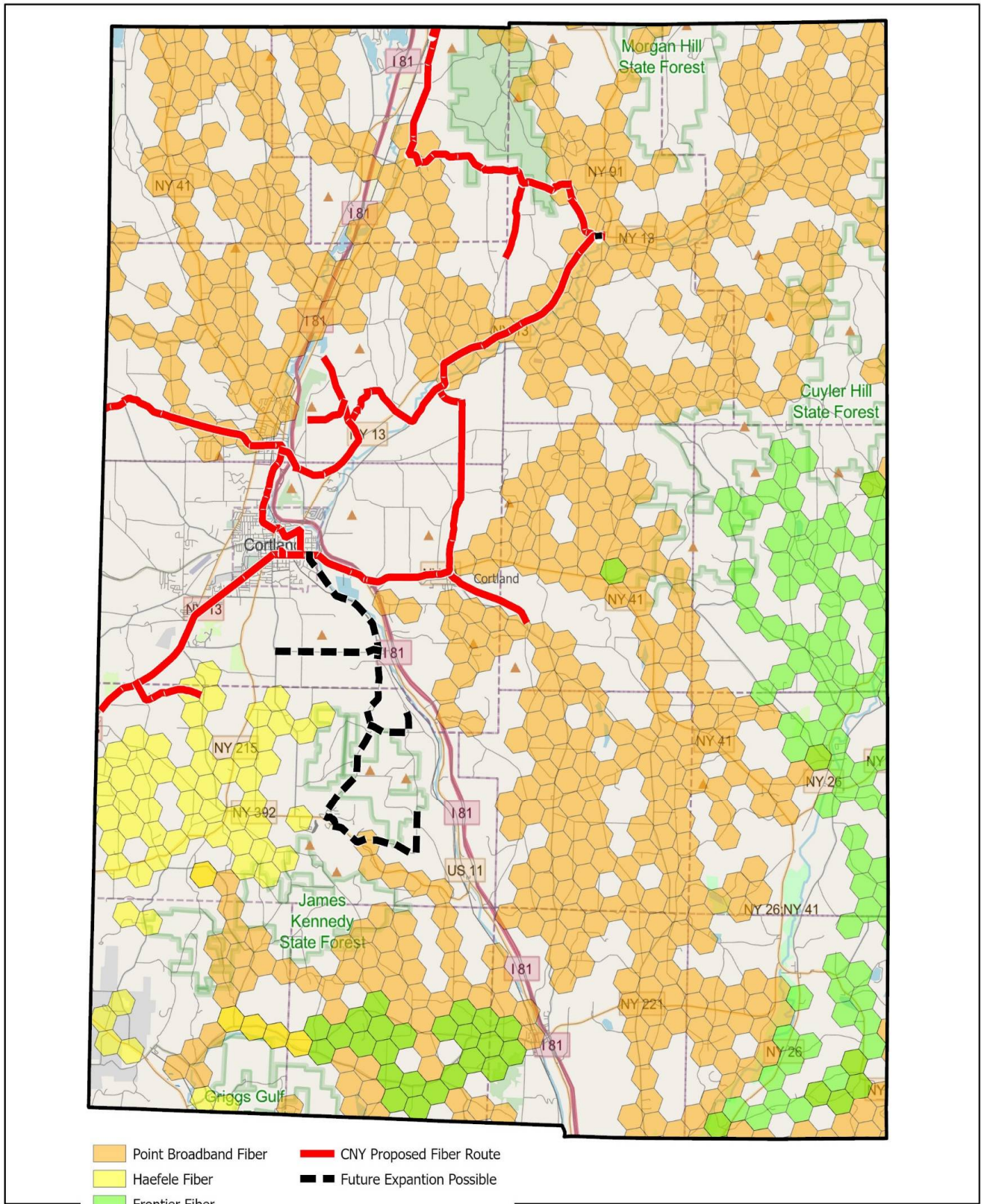


Areas

Cortland County Reported Fiber services



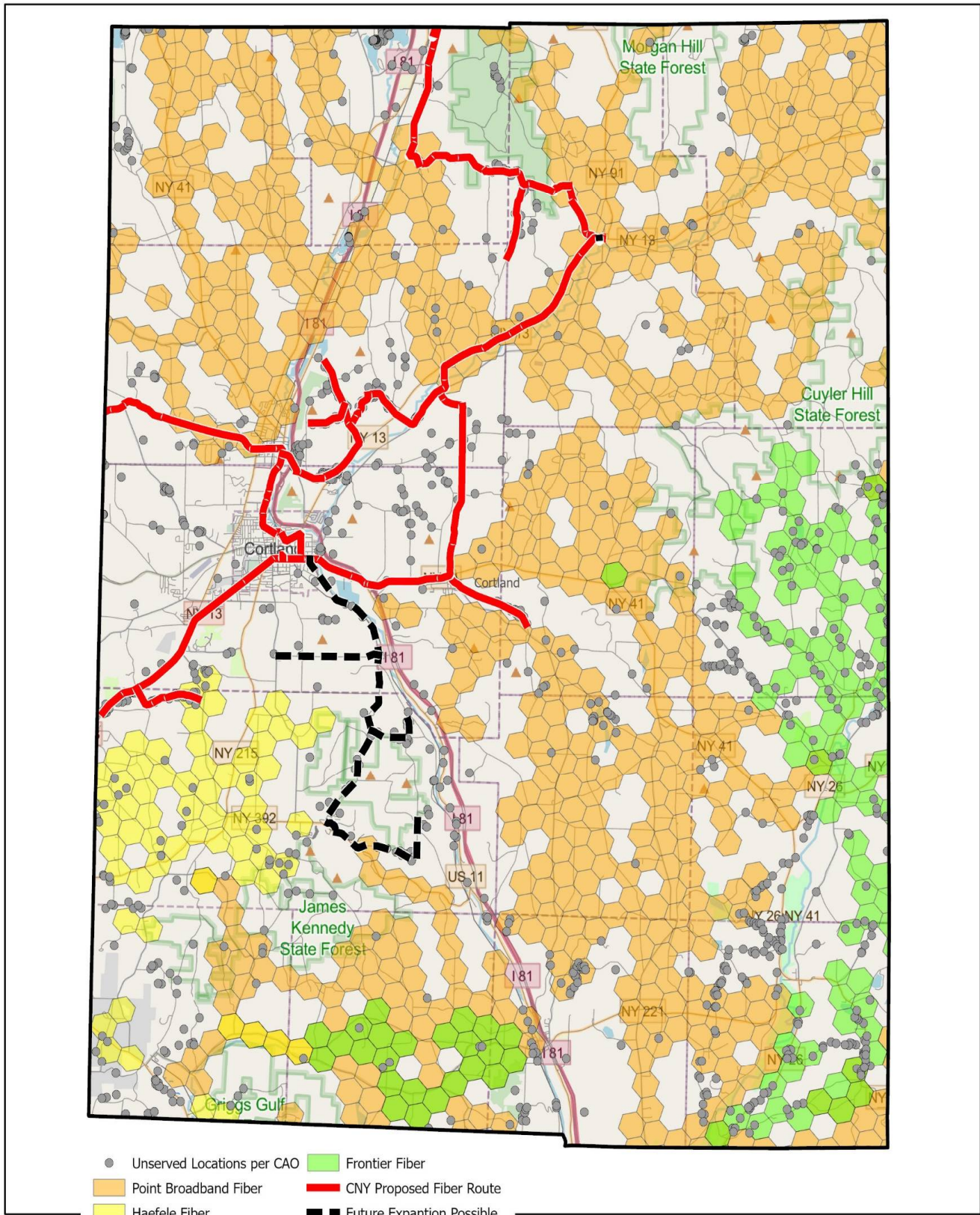
Cortland County CNY MIP Route, Future Expansion



0 2 4 8 Miles



Cortland County CNY MIP Route, Future Expansion



0 2 4 8
Miles

ON MOTION OF BEAU HARBIN, COMMITTEE CHAIR**AGENDA ITEM NO. 1****Resolution Authorizing the Execution of a Commitment Letter to the Central New York Regional Planning and Development Board for the CNYNET Broadband Network Project**

WHEREAS, the Cortland County Legislature recognizes the importance of accessible and reliable broadband service to support economic growth, educational advancement, and community development throughout Cortland County and Central New York; AND

WHEREAS, the Central New York Regional Planning and Development Board (CNYRPDB) has submitted an application to the New York State (NYS) ConnectAll Office under the Municipal Infrastructure Program - Phase 3 to support the development of broadband infrastructure, referred to as the CNYNET Broadband Network project; AND

WHEREAS, the proposed CNYNET Broadband Network project aims to construct a 325-mile open access network that will deliver essential broadband services to unserved and underserved rural communities in Cortland and Cayuga Counties; AND

WHEREAS, CNYRPDB has requested a grant of \$26.1 million to support the development of this project; AND

WHEREAS, Cortland County has been requested to provide a commitment of \$3 million to support its proportional allocation of financing and reserve requirements for the project; AND

WHEREAS, this \$3 million commitment by Cortland County will be structured as interim construction financing and will be repaid to the County from grant funds awarded to the CNYRPDB by the NYS ConnectAll Office upon successful approval and disbursement of funds, contingent upon the review of final project plans, the State's grant award, and the formal appropriation of funds by the Cortland County Legislature; AND

WHEREAS, the Cortland County Legislature is fully supportive of this collaborative initiative to expand broadband access and foster connectivity throughout rural areas in the County; NOW THEREFORE BE IT

RESOLVED, that the Chairman of the Cortland County Legislature, upon review by the County Attorney or designee, is hereby authorized and directed to execute a commitment letter to the Central New York Regional Planning and Development Board to confirm Cortland County's support of the CNYNET Broadband Network project and provide a financial commitment in the amount of \$3 million, as outlined in the letter; AND BE IT FURTHER

RESOLVED, that this commitment of financing is expressly subject to the review and approval of final project development plans, the NYS ConnectAll Office's Municipal Infrastructure Program (MIP) grant award and disbursement agreement, and a formal appropriation of funds by the Cortland County Legislature.

ON MOTION OF BEAU HARBIN, COMMITTEE CHAIR**AGENDA ITEM NO. 2****Appoint Members to the Transportation Advisory Committee**

WHEREAS, Resolution No. 289-19 authorized the formalization of the Transportation Advisory Committee as a Citizen's Advisory Committee; AND

WHEREAS, the Transportation Advisory Committee, as a formal subcommittee of the Agriculture, Planning, and Environmental Committee, will consist of a membership from a wide variety of community service agencies and government agencies; AND

WHEREAS, the Cortland County Legislature approved changes to the Bylaws of the Transportation Advisory Committee, which include staggering terms of members; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature be and hereby appoints the following community service and government agency representatives, or their designee, to the Transportation Advisory Committee for a term beginning January 1, 2025 as follows:

NAME	AGENCY/CAPACITY	TERM ENDING
Jackie Leaf	Seven Valley Health Coalition	12/31/2027
Brian Moore	Cortland County Department of Social Services	12/31/2027
Jennifer Hillman	Cortland County Health Department	12/31/2027
Christopher Maroney	SUNY Cortland	12/31/2027

ON MOTION OF BEAU HARBIN, COMMITTEE CHAIR**AGENDA ITEM NO. 3****Renew Joint Municipal Agreement for Public Transportation with Cortland and Tompkins Counties**

WHEREAS, there are a large number of residents of Cortland County who are employed in Tompkins County and therefore commute to Tompkins County on a daily basis; AND

WHEREAS, Resolution Nos. 116-07, 94-12, 57-15, and 294-19 authorized an agreement between Cortland County and Tompkins County in order to provide a commuter bus service to Cornell University and associated services related to existing routes 6,7,10, and 11 which are located in Tompkins County; AND

WHEREAS, Cortland County proposes to continue providing service to Tompkins County and extend the agreement with Tompkins County to provide service to Tompkins County for a period of 7 months, beginning October 1, 2024 ending May 1, 2025; NOW THEREFORE BE IT

RESOLVED, that the Chairman of the Cortland County Legislator, upon review by the County Attorney or designee, be and hereby authorized to enter into an agreement between Cortland County and Tompkins County to provide a commuter bus service to Tompkins County.



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 31, 2024

AGRICULTURE AND PRIVATE LAND CONSERVATION

Agricultural Nonpoint Abatement and Control Program (AGNP) –We continue engineering design work for grants funded in Round 28 and 29. Construction oversight of the Round 28 project that includes a covered barnyard continues regular on-site field inspections. The Round 30 RFP is expected in early winter.



Ullrich covered barnyard and manure storage project under construction

Climate Resilient Farming –Project designs for work funded in Rounds 6 and 7 are in process. Round 8 contracting is finally moving and Round 9 plan of work webinars will be held next month.

CAFO Enhanced Nutrient and Methane Management Program (CAFO-ENMP) – we submitted 3 applications to this grant program on Monday requesting about \$1.13 million to support nutrient management and methane mitigation projects on our CAFO farms.

COMMUNITY NATURAL RESOURCES MANAGEMENT AND PLANNING

Little York Lake Protection and Rehabilitation District (LYLPRD) –We have drafted a bid document for the weed harvester which is pending county attorney review. A small amount of funding will likely be carried over from 2024 to be used in 2025 for an erosion and sediment study. The LYLPRD Advisory Committee met on October 15th and approved the 2025 Work Plan.

AIS Spread Prevention – We are working on grant reports and summarizing data. The final boat inspection numbers are not yet in, but we were very successful with general public outreach this summer. We attended 18 events reaching 1200 people. We also had two AIS related newspaper articles and over a dozen Facebook posts.

Attachment: SWCD October update 11 2024 (12597 : SWCD Monthly Report)

Eastern Finger Lakes Watershed – We continue regular meetings of the Eastern Finger Lakes Coalition. A Watershed Coordinator will be hired and applications are now being accepted through Cayuga County SWCD. Cayuga Co. SWCD is contracting with NYSDEC on behalf of the Coalition for technical and financial assistance funds. Funding is available again this year for cover crops, and we expect funding for additional practices will be available through the new contract in 2025. The Central NY Planning board has paused on the Skaneateles Lake 9E Plan and implementation meetings. We have a signed contract for our Finger Lakes special project and will be installing two buffers and some upland wetlands next spring. We continue to attend and participate in the Cayuga Lake Watershed Intermunicipal Organization meetings. The Holler Road/Tributary to Virgil Creek stream restoration and culvert rehabilitation work is complete. We have requested an extension on the grant and are putting the Grout Brook culvert back out to bid.



Before—Outlet had 3' plunge pool and severe bank scour.



After—Pipe size was increased to improve storm passage. Pipe elevation was lowered to minimize plunge pool at outlet and rock riprap installed to stabilize streambanks and minimize erosion.

Upper Susquehanna and Chesapeake Bay Watershed – Both NYSDEC and ACOE permits have been issued for a culvert replacement project on Irish Hill Rd in Freetown. The pipe and materials will be ordered for 2025 installation. The Brackel Creek project in Cincinnatus was seeded and the buffer has been planted. Staff are working on finishing data analysis for the Upper Tughnioga culvert assessment project. Culvert condition assessment data will be added to the previously completed rankings. The project will be presented on a Watershed Wednesday November 20th. Meetings with municipal officials will follow to present findings and gather any other relevant data.

Forestry – Buffer stewardship is complete for the year. We planted over twenty potted trees of various species in Dwyer Park with the assistance of county highway staff. The Community Forestry grant for maintenance work is scheduled for implementation in the park this winter/spring 2025. Tree planting and fence installation in the City waterworks and behind Wendy's is scheduled for November 5th.

Hydroseeding – We completed about 6 acres of hydroseeding just in the past few weeks as highway crews continue work into the fall. Rye was added to our mix to increase our chances of some stabilizing vegetation getting established before winter.

CONSERVATION EDUCATION AND PROGRAMS

Our 2025 Plan of Work was submitted to the State Soil and Water Conservation Committee for approval. Our tree seedling order has been created in preparation for the 2025 Spring Seedling Sale.

ADMINISTRATION

Board Treasurer Tracy Evanick and I attended the 2024 NY Association of Conservation Districts Training and Annual Meeting in Penn Yann last week. Staff will be attending a Statewide SWCD Administrative Conference and Training on November 18 and 19, and Board member Linda Jones and I will attend the 2024 Statewide Managers meeting on December 3 and 4.



Strategic Development Plan

- Public Comment Period Open until November 26th!!



Administration

Agricultural District

- <https://www.cortlandcountyny.gov/1199/Agricultural-District-Overview>
- Inclusion Period OPEN NOW : November 1 - November 30
- Program Flyer attached

Conservation Easements

- NYALT provided cost estimate for transfer of 5 existing easements – under review

Housing Study

- Collaborating with BDC/IDA on internship with student from Binghamton University

CNY Regional Planning Board

- Ongoing conversation in relation to NYS Municipal Infrastructure Program for middle mile broadband build out - Presentation by CNYRPDB -

Southern Tier 8

- IRT – DOD reviewing applications (expect to hear by late fall/early winter) – Binghamton just heard back on being selected
- Sustainability Group
- CEDS
- Opportunity Zone Collaboration
- Work on Planning Committee Regional Strategies
- Regional Portal - <https://www.so-tier.com/>
- Infrastructure Summit – November 13th – <https://southerntiersummit.com/register>

Snowmobile Grant

- 2023 – 2024 Phase III completed
 - Payment sent to club recipients
- 2024-2025 Received NY State Voucher

Education and Outreach

- DOD Grant Training Session - Syracuse

- Attend NYPTA Conference – Buffalo
- Participation in Leadership Cortland Initiative
- Facilitation Training – Virtual
- Major Website updates in progress

Grant Administration

- ARC Ready Local Government Grant Program
 - DOS Shared Services Match Program
 - ARC Grants to Grow
 - Grant Training 101 in development for interested entities within the County
 - Master Grant Spreadsheet in development
-

GIS

ESRI Online Portal

Link: <https://cortland-county-gis-portal-cortlandplanning.hub.arcgis.com/>

Data Projects

- Addressing spread sheets updating

Mapping Projects

- On-line address assignment process – testing
 - Code enforcement maps
 - Cortlandville Aquifer maps
 - County wide inactive directory
 - Highway Plow Maps
 - Abutter App for code related public service announcements
 - City Parking Maps
-

Mobility

Cortland Transit Service Updates

- Any disruptions in service check Way 2 Go Cortland Facebook
 - Route 2, Call Cortland Transit 607-758-3383
 - Continuing to aid TransDev and Centro during this transition period
 - Draft Rider Survey by Centro
 - TAC – October 21st, 2024 – OAR & Centro – Minutes attached
 - Participating in Leadership Cortland Program
 - Made Centro introduction to Mayor Steve, Supervisor Leach, and SUNY Cortland
-

Cortland County Planning Board Meeting

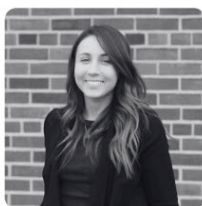
GML 239 Reviews: (5 Returned for Local Determination)

- City of Cortland – ET Cook LLC – Site Plan Review and Area Variances
 - Town of Preble – Miller-Eaton Enterprises – Subdivision
-

OUR TEAM:



Trisha Hiemstra, PE
Director
of Planning



Melissa Potter, MPH
Mobility
Manager



Jessica Leet
Executive
Administrative Officer



Morgan Spaulding
Grant
Administrator



Laura Herrling
GIS
Planner



Chris Jankus
GIS
Planner

CORTLAND COUNTY

NOVEMBER 1ST - NOVEMBER 30TH AGRICULTURAL DISTRICT INCLUSION PERIOD

Per New York State Agriculture and Markets Law Section 303-b, the Cortland County Legislature has designated November 1st through November 30th as the annual thirty-day period during which landowners may submit requests to include predominantly viable agricultural land into or remove from the existing certified agricultural district.

CHECKLIST

1

Complete an Ag. district inclusion worksheet found at www.cortlandcountyny.gov

2

Submit a supportive map identifying the parcel(s) by tax map number

3

Submit worksheet and map to Cortland County Planning Department by November 30, 2024

CORTLAND COUNTY PLANNING DEPARTMENT

60 Central Ave. - Room 131
Cortland, NY 13045

Phone: (607) 753-5043

Email:
planning@cortlandcountyny.gov

**For more information visit our website at
CortlandCountyNY.gov**



SOUTHERN TIER 8

R E G I O N A L B O A R D

SAVE THE DATE



NOVEMBER 13, 2024
8:30 AM - 3:00 PM



DOUBLETREE HOTEL
BINGHAMTON, NY

NEW YORK STATE INFRASTRUCTURE SUMMIT

Building a more resilient Southern Tier

Energy | Sustainability | Flood Mitigation | Broadband | Cybersecurity

HUNDREDS OF KEY STAKEHOLDERS TO CONVENE



- Local, State and National Officials
- Planning Directors
- Internet Service Providers
- Electric Utilities and Co-ops
- Real Estate Developers
- Schools, Libraries and BOCES
- Nonprofits

REGISTER AT [SOUTHERNTIERSUMMIT.COM](https://southerntiersummit.com)

For more information, contact Julia Emrick at julia@harry.marketing
or to register by phone/check, call Lolene Cornish at (607)724-1227

Cortland Transit Rider Survey

SURVEYOR INITIALS _____

ROUTE # _____ BUS # _____ DATE _____ Time _____ AM / PM

PROCESSOR INITIALS _____

Instructions: Please answer ALL questions on the front and back of this survey. Return the completed survey to the surveyor. Thank you for your participation.

1. What bus route(s) do you ride on a regular basis? (check all that apply)

Regular Service Routes			
☐ Route 1	☐ Route 2	☐ Route 3	☐ Route 4
☐ Route 5	☐ Route 6	☐ Route 7	

Flex Service Routes			
☐ Route 8	☐ Route 9	☐ Route 10	☐ Route 11
☐ Route 12	☐ Route 13		

2. For what purpose do you use public transit?

☐ Work ☐ School/College ☐ Shopping ☐ Appointment ☐ Recreation

3. How often do you ride?

☐ Daily ☐ 3-5 days per week ☐ 1-2 days per week
☐ Less than once a week, but more than once a month ☐ Once a month or less

4. What time(s) of day do you typically ride? (check all that apply)

☐ 6:00 am – 9:00 am ☐ 9:00am – 12:00 pm ☐ 12:00 pm – 3:00 pm ☐ 3:00 pm – 6:00 pm

5. Do you transfer between buses regularly?

☐ Yes ☐ No

6. Do you request a route deviation regularly?

☐ Yes ☐ No

7. What is your gender?

☐ Male ☐ Female ☐ Other

8. What is your age?

☐ Under 18 ☐ 18-24 ☐ 25-34 ☐ 35-44 ☐ 45-59 ☐ 60-64 ☐ Over 65

9. Are you of Hispanic, Latino, or Spanish origin?

☐ Yes ☐ No

10. What is your race? (check all that apply)

☐ White ☐ Black or African American ☐ American Indian or Alaska Native ☐ Asian
☐ Middle Eastern or North African ☐ Native Hawaiian or Other Pacific Islander



Please continue and answer questions on the back side



11. What is the primary language spoken in your home?

- ☐ English ☐ Spanish ☐ Hindi-Urdu ☐ Chinese ☐ Vietnamese
☐ Middle Eastern language ☐ African language ☐ Slavic language

12. If you selected English above, skip to question 13. Does use of the English language pose a difficulty in navigating the public transit system?

- ☐ Yes ☐ No

13. Including yourself, how many people currently live in your household?

- ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ More than 4

14. What is your annual total household income?

- ☐ Under \$15,000 ☐ \$15,000-\$24,999 ☐ \$25,000-\$29,999 ☐ \$30,000-\$34,999 ☐ \$35,000-\$39,999
☐ \$40,000-\$49,999 ☐ \$50,000 and Over

15. How many motor vehicles (cars, vans, trucks, motorcycles) are available in your household?

- ☐ 0 ☐ 1 ☐ 2 or more

16. What is the normal cost of your bus fare?

- ☐ Full fare ☐ Half fare ☐ Free fare

17. How do you normally pay your bus fare? (check all that apply)

- ☐ Cash ☐ Token ☐ Monthly Pass (EXCLUDING Route 7) ☐ Monthly Pass (INCLUDING Route 7)

18. If you use a Monthly Pass, where do you purchase it? (check all that apply)

- ☐ Access to Independence ☐ Catholic Charities ☐ Cortland Transit
☐ P&C Fresh ☐ Grand Union Supermarket ☐ SUNY Cortland Campus Store
☐ Tompkins Cortland Community College

19. Would you use a contactless credit card or mobile wallet (Apple Pay, Google Pay, Samsung Pay) to pay your fare if the option was available?

- ☐ Yes ☐ No

20. Do you have a smartphone?

- ☐ Yes ☐ No

21. Do you have a bank account and/or major credit card?

- ☐ Yes ☐ No

22. Have you used a ridesharing service such as Uber or Lyft in the last 12 months?

- ☐ Yes ☐ No

23. What zip code do you live in? _____**24. Please use this space for comments or service suggestions:**

Cortland County Transportation Advisory Committee Minutes

MINUTES

OCTOBER 21, 2024
10:00AM

CORTLAND COUNTY OFFICE BUILDING

	Facilitator: Melissa Potter- Chair Secretary: J. Hillman
MEETING CALLED BY:	
MEETING TYPE	Meeting (quorum achieved with 9 appointed members)
ATTENDEES	Appointed: Tim Lockwood (26), Patricia Schaap (26), Shannon Coffin (26), Christopher Maroney (24), Brian Moore (24), Carrie Kane (25), Alex Mikowski (25), Darese Dostal (25), Melissa Potter (Ex-officio), Ryan Reynolds (Ex-officio), Beau Harbin (27) Others: Sign-in Sheet
ABSENT APPOINTEES	Amy Buggs (26), Jackie Leaf (24), Jennifer Hillman (24), Kirsten Parker (25), Rob Corpora (Ex-officio)
ITEM #1	Introductions/Administration
DISCUSSION	• Approve April 2024 Minutes ○ Motion to approve by A. Mikowski ○ Second by C. Kane ○ All in favor • Approve July Minutes ○ Motion to approve by P. Schaap ○ Second by T. Lockwood ○ All in favor
DISCUSSION	• Appointment or reappointment of members ○ Jackie Leaf, Christopher Maroney, Jennifer Hillman, Brian Moore expire 12/31/2024 ○ Motion to reappointment by C. Kane ○ Second by A. Mikowski ○ All in favor • Tentative January 27, 2025 Organizational Meeting at 10am ○ Motion to set the date of organizational meeting by S. Coffin ○ Second by A. Mikowski ○ All in favor
ITEM #2	Transdev Updates
DISCUSSION	• Working with Cortland County and Centro in the interim period to April 1, 2025. • Operation running smoothly • Update regarding accident occurred on 10.9.2024

ITEM #4	Mobility Management Updates
DISCUSSION	• Public Transportation Operator ○ Cortland County has joined to the Central Region Transportation Authority known as Centro in August. There has been a lot of time and effort on Planning, Administration and the legislature over the past few months. • NADTC - National Aging and Disability Transportation Center: 2024 Rural Community Innovations: Transportation Planning Grant ○ This grant is a planning grant to identify transportation barriers, consider current and future needs, engage with older adults, individuals with disabilities and their caregivers in the process and create or strengthen multi-sector partnerships. ○ This grant will be looking into alternative transportation options other than public transit; focusing on our Office of Aging transportation and Volunteer Driver Program. ○ Some activities will include a survey, community conversations/focus groups, key stakeholder interviews and multi-sector partner workgroup. ○ Part of this grant is to create a subcommittee to meet regularly about grant activities. As part of TAC, like to form a formal subcommittee comprised of CAPCO, SVHC, Mental Health, community members and etc. ○ Create New Subcommittee ▪ Motion to create new subcommittee by B. Harbin ▪ Second by P. Schaap ▪ All in favor • Education & Outreach • Professional Development ○ Walk Bike & Roll Symposium ○ NADTC Grantee Training ○ Leadership Cortland
ITEM #6	Funding Opportunities
DISCUSSION	• 5310 Funding – CAPCO received notice of award; waiting on contracts
ITEM #7	College Initiative Upstate Program
DISCUSSION	• Brief Presentation from Sherron Brown, College Initiative Upstate Program ○ Program creates pathways to and through college for people living in Tompkins County who have barriers to higher education including court involvement,

	former incarceration, low income, and people who are stable in their recovery. They are looking to expand into Cortland County to offer services. ○ Currently have a relationship with TCAT and looking to form a relationship with Centro.
ITEM #8	Centro
DISCUSSION	• Introductions & conversation about the merger plan ○ Centro is planning on taking over operations April 1, 2025. ○ It is their intention to hire on all existing staff at the current location. They are looking for a new facility to purchase to operate out of. ○ Centro is currently assessing and evaluating all the routes and ridership; initial impression is current system is used by transit-dependent individuals and would like to expand to choice riders ○ They would like to have a presence in the community and provide a fresh look to transit; working with the County on public outreach ○ Centro currently has technology, mobile ticketing, contracts with on-demand service (VIA), as well as bike and scooter share ○ Compared to current Dial-a-Ride service, Cento provides Call-a-Bus for individuals with disabilities up to $\frac{3}{4}$ of a mile from the routes. Mobility Manager will be working with Centro to start enrolling individuals for the service ahead of time. ○ Contact Information ▪ Chris Tuff, Deputy Chief Executive Officer - christuff@centro.org ▪ Steve Koegel, VP of Communications & Business Planning – skoegel@centro.org ▪ Bren Daiss, Senior Director of Service Planning & Special Projects – bdaiss@centro.org
ITEM #8	Round Table
DISCUSSION	• MAS – continue discussion with Transdev, Cortland County and Centro; working on eliminating fraud activity; working with organizations to utilize bus passes ○ Contact Information: ▪ Nick Corbishley – Director Transportation Provider Relations ncorbishley@medanswering.com; 315-960-6578 ▪ Ben Kandel, Director of Medical Provider Relations bkandel@medanswering.com • Mental Health – Current day program has 12 participants utilizing MAS transportation through Cortland Transit; this will change; would like to set-up a meeting with MAS

	• SUNY Cortland – Have an upcoming meeting with Centro to discuss collaboration • Office of the Aging – currently has a bus to transport older adults 60+ to Age Well Center; no additional capacity to offer any other trips; currently offers some field trips within County • Planning Department – There is public comment period on the draft Strategic Development Plan. Public comment period closes November 26th. Participate online at elevatecortland.com • Guthrie Cortland Medical Center – Guthrie Primary Care team is moving into a new location this December, located at 4057 West Rd from 82 Copeland. Updating Route 3 Maps to indicate the new location.
	Next meeting: January 27, 2025 at 10am Room 302
ADJOURN	The meeting ended at approximately – 11:20am

2024 Revenue Passenger Trips by Route			
	July	August	September
Route 1	799	666	688
Route 2	8	7	46
Route 3	1,186	1,110	934
Route 4	1,884	1,930	1,754
Route 5	392	417	357
Route 6	306	360	539
Route 7	326	369	311
Route 8	417	442	391
Route 9	509	523	461
Route 10	478	482	441
Route 11	335	337	301
Route 12	550	595	513
Route 13	535	512	444
DAR	359	294	347
Total	8,084	8,044	7,527

Revenue Miles by Route			
	July	August	September
Route 1	1,943	1,786	1,924
Route 2	112	216	931
Route 3	3,431	3,465	3,152
Route 4	2,616	2,788	2,410
Route 5	4,189	3,931	3,463
Route 6	2,081	2,120	1,980
Route 7	1,975	1,969	1,782
Route 8	488	734	862
Route 9	1,645	1,664	1,431
Route 10	2,799	2,692	2,388
Route 11	1,802	1,819	1,630
Route 12	2,208	2,171	1,798
Route 13	1,980	1,943	1,693
DAR	787	745	784



Cornell Cooperative Extension Cortland County

60 Central Avenue, Room 140
Cortland, NY 13045
607-391-2660
<http://cortland.cce.cornell.edu>

Cooperative Extension Report November 2024

4-H Youth Development

Rebecca Ireland-Perry

- The 4-H Local Products Fundraiser is going on until November 15th, and you can order online! For more information: <http://cortland.cce.cornell.edu/4-h-youth/4-h-projects-and-activities/4-h-local-products-fundraiser>. Order forms may be downloaded off the CCE website, or stop by the 4-H office and pick one up. Please help support the Cortland County 4-H and the many local vendors that participate!
- 4-H Achievement Night is scheduled for Friday, November 1st at the Cincinnatus Central School.
- National 4-H week was October 6-12th. Two clubs set up public displays in Marathon and Homer to promote 4-H in the community. The theme this year is: "Beyond Ready".
- Our annual 4-H Holiday Workshops will be Saturday, November 16th. We have several Cornell students that will be presenting workshops to the 4-H youth.
- Tractor Supply Paper Clover Campaign November 29-December 15th. If you shop at TSC please purchase a clover to support our local 4-H program.

Agriculture Chelsea Jones

School Field Trips: The CCE Cortland Ag Team reached approximately 700 students from across Cortland County at our AgStravaganza and EZ Acres Dairy Farm field trips. We also reached 420 students with Ag Literacy Week in March. We will plan to host these field trips next spring and summer. The CCE Cortland Ag Team also provided a tour to students from Syracuse at EZ Acres Dairy Farm in August.

Cortland Ag Promotion: The CCE Cortland Ag Team is partnering with local agriculture agencies to host an educational Ag Summit in March 2025 during National Ag Week. The summit will include workshops for Cortland County farmers. These workshops will cover a variety of topics including risk management, marketing, and more. This week will also include the Ag Celebration Dinner and Ag Literacy Week readings at Cortland County schools.

Master Gardeners: We currently have 10 Master Gardener Volunteers who will be meeting in early November to plan 2025. Ag Team Leader, Chelsea Jones, has stepped in to be the Master Gardener Coordinator following Lisa Woodruff's departure from CCE Cortland/Cayuga.

4-H Livestock: CCE Cortland Ag Team is meeting with clubs to tell them about livestock and other agriculture related programming available to 4-H youth. We will be having our annual 4-H Livestock Info night in January. We will also have a group of youth presenting at the Cortland County

Community Service Club meeting in November to thank them for funds awarded this past summer that allowed us to purchase corral panels and gates to make improvements to our show ring at the Cortland County Jr. Fair.

FMPP: We are currently interviewing candidates for the Direct Market Educator position. We continue to collaborate with SVHC about local product programming, including the Cortland Harvest campaign and future grant projects.

Other: We continue to serve as a resource for local farmers, and for community members who are interested in starting agricultural endeavors through phone calls, emails, and in-person consultations.

Agriculture/4-H Education

Justin Graham

- Ran a booth at Marathon School Ag Fair. I was able to reach out to community members and school kids about the opportunities with 4-H. There was also a hands-on activity where kids had to match animal scat to the animal it came from.
- Took a group of youth to Hoxie Gorge State Forest where we hiked some of the trails and along the way we learned about different habitat/forest types. These habitat types included mature coniferous and hardwood forests, hardwood regeneration, shrubland, and young coniferous regeneration. We also talked about the layers of a forest, the forest floor/ groundcover, understory, and canopy. We also discussed what each of the layers and habitat types would like to look for benefiting certain wildlife. Some of the kids were interested in tree id so we did a little of that with some of the easier and more common species.
- Began the first part of a red oak acorn tree project. This project is growing red oak acorns into trees. We began by collecting a lot of acorns. Then we put the acorns into a water bucket to see if the acorns would float or sink. The acorns that sink is viable and able to be used. The ones that float are not able to be used. After that, we put the acorns in a bag with potting soil and put them in the refrigerator to stratify. They will stay in the refrigerator for around 3 months then we will take them out and plant them in pots.
- Did a Tree ID project with the Dairy Dreamers 4-H club. I began by talking about the different parts of a tree that you look at to identify it. I continued to talk about the different kinds of trees like deciduous vs coniferous. Next, they created pages with the different topics we talked about and put them in a binder. We then began to focus on a specific tree, the sugar maple. We talked about the sugar maple and then passed out samples of their leaves, buds, and bark. After that, they put the leaves and buds in a leaf press. When the leaves and buds are done pressing, the kids are going to glue them to a page and put it in the binder.

- A group of 4-H went to Wolf Mountain Nature Center. There, we got to see many different types of wolves. We also got to learn about the wolf's history in the United States, how they communicate, what their different body languages mean, and a little about their biology. At the end of the program, we got to hear them howl as well.



Cornell University
Cooperative Extension
Cortland County

You're Invited...

***Cornell University
Cooperative Extension of Cortland County***

2024 Annual Meeting Wednesday, November 20th

6:00 p.m. – Reception & Appetizers

6:30 p.m. – Dinner

**Beef, Mushrooms & Gravy roasted potatoes, antipasto
salad desserts, hot and cold beverages**

7:00 p.m. – Presentation

Shawn Tiede

NYS 4-H Camp Specialist/Extension Educator

"4-H Summer Camp:

Igniting More Than Campfire Memories"

Meeting - Business to include:

1. Ballots and voting: Board of Directors
2. Ballots and voting: Program Committee members
3. Recognition of Volunteers
4. Friend of Extension Award

Annual Meeting

Cortland Elks Lodge 748

9 Groton Avenue

Cortland, NY 13045

Please RSVP - by Tues. November 12th

Registration Link:

https://reg.cce.cornell.edu/CCECortlandAnnualmeeting2024_211

or you may call 607-391-2660

*Cornell Cooperative Extension is an employer and educator recognized for valuing AA/EEO,
Protected Veterans and Individuals with Disabilities and provides equal program and employment opportunities.*

CORTLAND COUNTY

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