



# Agriculture, Planning & Environmental Committee

60 Central Ave.  
Cortland, NY 13045

## Committee Meeting

<https://www.cortlandcountyny.gov>

### ~ Agenda ~

Thursday, December 5, 2024

10:00 AM

Room 302

### WebEx Meeting Information

<https://cortlandny.webex.com/cortlandny/j.php?MTID=m9cd84b133dc80b1f267ba83fb7a866c4>

Thursday, December 5, 2024 10:00 AM | 1 hour | (UTC-05:00) Eastern Time (US & Canada)

Meeting number: 2337 134 3391

Password: rGJ2MyAXG28

Join by phone

+1-415-655-0001 US Toll

Access code: 233 713 43391

### CALL TO ORDER

| Attendee Name                          | Present                  | Absent                   | Late                     | Arrived |
|----------------------------------------|--------------------------|--------------------------|--------------------------|---------|
| Committee Member Reed Cleland          | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |         |
| Committee Member Mitchel Eccleston     | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |         |
| Committee Member Paul Heider           | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |         |
| Committee Member William McGovern      | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |         |
| Committee Member Sandra Price          | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |         |
| Committee Member Kris Valentine Behnke | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |         |
| Committee Chair Beau Harbin            | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |         |

### MINUTES

1. Ag/Planning/Environmental - Committee Meeting - Nov 7, 2024 10:00 AM

### DISCUSSION ITEMS

1. Recommendation of Adoption of the Strategic Development Plan from the Cortland County Planning Board
2. CNYNET Broadband Commitment Letter

### RESOLUTIONS

#### ON MOTION OF HARBIN

#### AGENDA ITEM NO. 1

#### Approval of Amended Bylaws - Cortland County Planning Board - Planning Department

WHEREAS, the Cortland County Planning Board operates under bylaws that guide its structure, roles, and procedures; AND

WHEREAS, the Cortland County Planning Board has reviewed and recommended amendments to its bylaws, as outlined in the attached document; AND

WHEREAS, the Cortland County Legislature's Agriculture, Planning, and Environmental

Committee has reviewed and supports these proposed changes; NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby approves the amended bylaws of the Cortland County Planning Board as attached; AND BE IT FURTHER

RESOLVED, that all previously adopted bylaws of the Cortland County Planning Board are hereby replaced in their entirety by the bylaws adopted through this resolution; AND BE IT FURTHER

RESOLVED, that copies of all previously adopted bylaws, as well as the newly adopted bylaws, shall be maintained on file with the Clerk of the Legislature for record-keeping and reference purposes; AND BE IT FURTHER

RESOLVED, that the amended bylaws shall take effect immediately upon adoption of this resolution.

## **ON MOTION OF HARBIN**

## **AGENDA ITEM NO. 2**

### **Authorize State Environmental Quality Review (SEQR) Determination of Environmental Significance for Cortland County Strategic Development Plan**

WHEREAS, the Cortland County Legislature (hereinafter referred to as the Legislature) has determined the above referenced Action to be a Type 1 Action pursuant to Part 617 of the State Environmental Quality Review (SEQR) Regulations; AND

WHEREAS, the Legislature has reviewed and accepted the completed Full Environmental Assessment Form Parts 1, 2, and 3 on the Action prepared by the MRB Group; AND

WHEREAS, the Legislature has completed the coordinated review and public comment period provided for under the SEQR Regulations; AND

WHEREAS, the Legislature has designated itself as lead agency under the SEQR Regulations for making the determination of significance upon said action; AND

WHEREAS, the Legislature has given consideration to the criteria for determining significance as set forth in Section 617.7(c) (1) of the SEQR Regulations and the information contained in Full Environmental Assessment Form Parts 1, 2, and 3; NOW THEREFORE BE IT

RESOLVED, that said Action WILL NOT result in any significant adverse environmental impacts based on the review of the Full Environmental Assessment Form; AND BE IT FURTHER

RESOLVED, that the Legislature does hereby make a Determination of Non-Significance on said Action, and the County Administrator is hereby directed to issue the Negative Declaration as evidence of the Legislature's determination of environmental non-significance.

## **ON MOTION OF HARBIN**

## **AGENDA ITEM NO. 3**

### **Adopt the Cortland County Strategic Development Plan**

WHEREAS, the Cortland County Legislature, through Resolution No. 174-22, authorized the hiring of consultants to develop a strategic plan, with funding provided by the Appalachian Regional Commission (ARC) and Empire State Development (ESD) in the amount of \$190,000 with a \$10,000 County match; AND

WHEREAS, Resolution No. 137-23, authorized contracting with MRB Group, D.P.C., and in Resolution No. 19-24 Establish Cortland County Strategic Development Plan Steering Committee

(“SDPSC”) who in collaboration with the county departments, municipalities, community organizations, and residents, developed the Elevate Cortland County Strategic Development Plan to serve as a guide for the County’s future growth and development; AND

WHEREAS, from September 2023 through November 2024, the SDPSC engaged in extensive community outreach and data collection, including public workshops, focus groups with subject matter experts, a community summit, and a public hearing, ensuring that the planning process reflected the diverse perspectives and needs of Cortland County residents; AND

WHEREAS, the Cortland County Strategic Development Plan outlines a fiscally responsible, practical, and forward-thinking framework for addressing critical areas such as economic development and workforce, housing, sustainability and open space, and connectivity and infrastructure; AND

WHEREAS, a public hearing on the adoption of the Strategic Plan and compliance with the State Environmental Quality Review Act (SEQRA) was held on November 21, 2024, in accordance with proper notice requirements; AND

WHEREAS, the Cortland County Strategic Development Plan was finalized after widely distributing drafts of the Plan, and revised in response to comments by agencies and the public; AND

WHEREAS, the Legislature has carefully and thoroughly reviewed the Strategic Development Plan as revised and are satisfied that it meets the needs of the County and complies with applicable laws; AND

WHEREAS, the Legislature finds the Strategic Development Plan to be an essential planning tool that reflects the County’s shared vision for the future; NOW THEREFORE BE IT

RESOLVED, that the Strategic Plan will be reviewed annually, with an update every five years, to ensure its continued relevance and alignment with the County’s goals; AND BE IT FURTHER

RESOLVED, that the Cortland County Legislature hereby adopts the *Cortland County Strategic Development Plan* dated December 19, 2024 (Final Version), as an important planning tool that identifies a wide range of issues, initiatives, studies, projects, and programs to be undertaken by various entities.

## ON MOTION OF HARBIN

## AGENDA ITEM NO. 4

### Transfer of Conservation Easements to the New York Agricultural Land Trust (NYALT) for Long-Term Stewardship

WHEREAS, Cortland County, through the New York State Farmland Protection Implementation Grant program, was awarded five (5) conservation easements, referred to by the following titles at the time of award of the conservation easements:

| Conservation Easement      | Location                                  | Tax Map No.                                                                                | Total Acreage |
|----------------------------|-------------------------------------------|--------------------------------------------------------------------------------------------|---------------|
| Chace Farm                 | Cortlandville                             | 65.00-07-03.000                                                                            | 395.12        |
| Henderson Farm             | Homer                                     | 37.00-02-09.111                                                                            | 137.10        |
| Sears Farm                 | Homer<br>Homer                            | 37.00-02-03.000<br>37.00-02-09.112                                                         | 174.50        |
| Slade Peaceful Valley Farm | Scott<br>Homer<br>Homer<br>Homer<br>Homer | 36.00-03-05.100<br>56.00-01-04.000<br>56.0001-13.000<br>56.00-01-14.000<br>46.00-01-21.000 | 829.97        |

|                |       |                 |     |
|----------------|-------|-----------------|-----|
|                | Homer | 46.00-01-35.00  |     |
|                | Homer | 46.00-01-38.000 |     |
| Underwood Farm | Tully | 7.00-08-04.000  | 131 |

; AND

WHEREAS, it is in the best interest of Cortland County to transfer the long-term stewardship responsibilities for these conservation easements to a qualified entity with expertise in farmland protection and stewardship; AND

WHEREAS, the New York Agricultural Land Trust (NYALT) has agreed to accept and manage these conservation easements in perpetuity, ensuring compliance with all terms and conditions of the easements; AND

WHEREAS, NYALT requires a transfer fee not to exceed \$186,342.00 for the long-term stewardship of these conservation easements; AND

WHEREAS, the Farmland Protection Reserve Account (A386300.FARM), currently has \$50,604.59 in available funds, said funds intended to provide stewardship fees in succeeding years; AND

WHEREAS, Resolution No. 226-18 created a Debt Reduction Account (A120300.DRFD, which since has changed to account no. A.386300.DEBT) for the reduction of County debt; NOW THEREFORE BE IT

RESOLVED, the Cortland County Legislature be and hereby allocates the balance of \$86,811.33 to A80205.54055 for purposes of this transfer; AND BE IT FURTHER

RESOLVED, that the Cortland County Legislature hereby closes the Debt Reduction Account (A.386300.DEBT), formerly A120300.DRFD, and; AND BE IT FURTHER

RESOLVED, the Cortland County Legislature be and hereby allocates the balance of \$50,604.59 to A80205.54055 for purposes of this transfer; AND BE IT FURTHER

RESOLVED, that the Cortland County Legislature hereby closes the Farmland Protection Reserve (A.386300.FARM) and; AND BE IT FURTHER

RESOLVED, that the Cortland County Legislature hereby amends the 2024 Budget as follows:

INCREASE:

|              |                       |              |
|--------------|-----------------------|--------------|
| A80205.54055 | Professional Services | \$186,342.00 |
| A351100      | Appropriated Reserves | \$137,415.92 |

DECREASE:

|              |                   |             |
|--------------|-------------------|-------------|
| A80205.51005 | Personal Services | \$48,926.08 |
|--------------|-------------------|-------------|

; AND BE IT FURTHER

RESOLVED, that the County Administrator, upon review and approval by the County Attorney, is hereby authorized to execute all necessary agreements, documents, and instruments to effectuate the transfer of said conservation easements to NYALT.

**Adopt Revisions to the Cortland County Consolidated Agricultural District - Planning Department**

WHEREAS, the Cortland County Legislature adopted Resolution No. 31-05, which reestablished the Cortland County Agricultural District; AND

WHEREAS, Article 25-AA, Section 303 (a) of the Agriculture and Markets Law, states that the County Legislature shall review any district created eight (8) years after the date of the creation and every eight (8) years thereafter; AND

WHEREAS, the Agriculture and Farmland Protection Board has established a policy whereby any landowners of a parcel of land of less than seven (7) acres must provide justification to the Agriculture and Farmland Protection Board as to the capacity of such property to be a viable agricultural land in order for a property of less than 7 acres to be considered for inclusion in the Cortland County Consolidated Agricultural District; AND

WHEREAS, the Agriculture and Farmland Protection Board and the Legislature's Agriculture, Planning, & Environment Committee have completed all necessary steps and procedures required for reestablishment of the Agricultural District; AND

WHEREAS, the Agriculture and Farmland Protection Board recommends to the County Legislature for adoption, the reestablishment of the Cortland County Consolidated Agricultural District; NOW THEREFORE BE IT

RESOLVED, that revisions to the list of land parcels for inclusion in the reestablished Agricultural District, which include additions to and deletions from the district, be made to the Cortland County Consolidated Agricultural District as follows:

| <b>Addition/Deletion</b> | <b>Town</b> | <b>Tax Map No.</b> | <b>Applicant Name</b>       | <b>Acreage</b> |
|--------------------------|-------------|--------------------|-----------------------------|----------------|
| Addition                 | Preble      | 27.00-01-63.21     | Griswold Family Realty, LLC | 270            |
| Addition                 | Preble      | 27.00-03-19.00     | Griswold Family Realty, LLC | 44             |
| Addition                 | Preble      | 27.00-01-63.220    | Preble Hill Farms, LLC      | 15.5           |
| Addition                 | Preble      | 16.00-02-20.000    | Preble Hill Farms, LLC      | 15.5           |
| Addition                 | Preble      | 7.00-08-08.200     | G&E Land Co, LLC            | 71             |
| Addition                 | Cincinnatus | 123.00-04-23.000   | Jacob Christy               | 49             |
| Addition                 | Cincinnatus | 123.00-04-30.000   | Jacob Christy               | 81             |
| Addition                 | Cincinnatus | 123.00-04-22.000   | David Christy               | 25             |
| Addition                 | Cincinnatus | 123.00-04-21.000   | David Christy               | 3              |
| Addition                 | Cincinnatus | 111.00-01-07.20    | David Christy               | 43             |
| Addition                 | Cincinnatus | 112.00-02-04.120   | David Christy               | 47             |
| Addition                 | Cincinnatus | 133.00-01-05.000   | Jeremy Adams                | 2              |
| Addition                 | Cincinnatus | 100.00-01-10.111   | Corey Thomas                | 17             |

**Amend the 2024 Budget to Fund Agreement with First Transit, Inc. dba TransDev**

WHEREAS, the Cortland County Legislature adopted Resolution No. 148-24, which authorized the Chairman of the Legislature to enter into agreements with First Transit, Inc., dba TransDev, to provide public transportation services during the County's transition to Centro; AND

WHEREAS, additional funding is required to support these services and ensure uninterrupted public transportation during this transition period; NOW THEREFORE BE IT

RESOLVED, that the 2024 County Budget be and hereby is amended as follows:

Increase Revenue:

|               |                           |              |
|---------------|---------------------------|--------------|
| A563042.41289 | DEPARTMENTAL FEES         | \$248,000.00 |
| A563044.44590 | OPERATING ASSISTANCE      | \$48,371.00  |
| A359900       | APPROPRIATED FUND BALANCE | \$746,682.54 |

Increase Expenditure:

|              |                     |                |
|--------------|---------------------|----------------|
| A56305.54815 | CONTRACTED SERVICES | \$1,043,053.54 |
|--------------|---------------------|----------------|

## MONTHLY REPORTS

1. Planning Department Monthly Report

## ADJOURNMENT