



AG/Planning/Environmental

Special

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

~ Agenda ~

Tuesday, February 2, 2021

9:00 AM

Board Room

Call to Order

Attendee Name	Present	Absent	Late	Arrived
Committee Member Douglas Bentley	☐	☐	☐	
Committee Member Beau Harbin	☐	☐	☐	
Committee Member Ronald J. Van Dee	☐	☐	☐	
Committee Member Susan Wilson	☐	☐	☐	
Committee Chair Kevin Fitch	☐	☐	☐	
Committee Member Joseph Nauseef	☐	☐	☐	
Committee Vice-Chair Mitchel Eccleston	☐	☐	☐	

Minutes Approval

Ag/Planning/Environmental - Committee Meeting - Nov 5, 2020 9:00 AM

Discussion Items

Presentation from EDF Renewables Development, Inc. Regarding Homer Solar Energy Center



AG/Planning/Environmental

Committee Meeting

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

~ Minutes ~

Thursday, November 5, 2020

9:00 AM

Room 304

CALL TO ORDER

The meeting was called to order at 8:58 AM by Vice-Chair Christopher Newell

Attendee Name	Organization	Title	Status	Arrived
Christopher Newell	Cortland County, NY	Vice-Chair	Present	
Beau Harbin	Cortland County, NY	Committee Member	Remote	
Ronald J. Van Dee	Cortland County, NY	Committee Member	Present	
Ann Homer	Cortland County, NY	Committee Member	Remote	
Susan Wilson	Cortland County, NY	Committee Member	Present	
Kevin Fitch	Cortland County, NY	Committee Chair	Excused	
Mitchel Eccleston	Cortland County, NY	Committee Member	Present	
George Wagner	Cortland County, NY	Board Member	Present	
Richard Stock	Cortland County, NY	Board Member	Present	
Rob Corpora	Cortland County, NY	County Administrator	Present	
Savannah Hempstead	Cortland County, NY	Deputy Clerk, Legislature	Present	
Dan Dineen	Cortland County, NY	Director of Planning	Present	
Catherine Wilde	Seven Valleys Health Coalition	Mobility Manager	Present	
Jackie Leaf	Seven Valleys Health Coalition	Executive Director	Present	
Paul Heider	Cortland County, NY	Board Member	Present	
Amanda Barber	Soil & Water Conservation District	Executive Director	Remote	
David Rutherford	Cortland County, NY	Executive Director, Cornell Cooperative Extension	Present	
Wendy Franklin	Cortland County, NY	Assistant County Attorney	Present	
Shenandoah Briere	Cortland Standard	Reporter	Present	
Cathy Bischoff	Cortland County, NY	Board Member	Present	

Minutes Acceptance: Minutes of Nov 5, 2020 9:00 AM (Minutes Approval)

MINUTES

1. Ag/Planning/Environmental - Committee Meeting - Oct 8, 2020 9:00 AM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Ronald J. Van Dee, Committee Member
SECONDER:	Susan Wilson, Committee Member
AYES:	Newell, Harbin, Van Dee, Homer, Wilson, Eccleston
EXCUSED:	Kevin Fitch

RESOLUTIONS

Planning Department

AGENDA ITEM NO. 1 – Adopt Section 3 Participation Plan - County Planning Department

RESULT:	APPROVED [UNANIMOUS]
	Next: 11/10/2020 11:30 AM
MOVER:	Ann Homer, Committee Member
SECONDER:	Susan Wilson, Committee Member
AYES:	Newell, Harbin, Van Dee, Homer, Wilson, Eccleston
EXCUSED:	Kevin Fitch

ON MOTION OF FITCH

RESOLUTION NO.

Adopt Section 3 Participation Plan - County Planning Department

WHEREAS, the United States Congress passed the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u (“Section 3”), AND

WHEREAS, the purpose of “Section 3” is to ensure that employment and other economic opportunities generated by certain federal assistance, including assistance provided by the U.S. Department of Housing and Urban Development (HUD) or HUD-assisted projects covered by Section 3, shall, to the greatest extent feasible, be directed to low-and very low-income persons, particularly persons who are recipients of HUD assistance for housing, AND

WHEREAS, Cortland County is currently a recipient of HUD assistance under the Community Development Block Grant Program, AND

WHEREAS, HUD and the administrative entity of HUD’s Small Cities Program in the State of New York, the Housing Trust Fund Corporation, have determined that Community Development Block Grant grantees must adopt a section 3 participation plan to qualify for certain funding, AND

WHEREAS, Cortland County may pursue future funding that requires an adopted Section 3 participation plan, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Legislature hereby adopts the Cortland County Section 3 Participation Plan for Section 3 Covered Contracts.

AGENDA ITEM NO. 2 – Authorize Agreement with Seven Valleys Health Coalition to Administer Bus Advertising Services on Cortland County Owned Buses through December 31, 2021 - Cortland County Planning Department

Minutes Acceptance: Minutes of Nov 5, 2020 9:00 AM (Minutes Approval)

RESULT:	APPROVED [UNANIMOUS]
	Next: 11/10/2020 11:30 AM
MOVER:	Ann Homer, Committee Member
SECONDER:	Susan Wilson, Committee Member
AYES:	Newell, Harbin, Van Dee, Homer, Wilson, Eccleston
EXCUSED:	Kevin Fitch

ON MOTION OF FITCH

RESOLUTION NO.

Authorize Agreement with Seven Valleys Health Coalition to Administer Bus Advertising Services on Cortland County Owned Buses through December 31, 2021 - Cortland County Planning Department

WHEREAS, in 2012 Cortland County issued a Request for Proposals for transit display advertising services, AND

WHEREAS, there were no responses to the Request for Proposals, AND

WHEREAS, Seven Valleys Health Coalition expressed an interest in administering transit display advertising on County-owned buses, AND

WHEREAS, Seven Valleys Health Coalition will be responsible for finding and coordinating with advertisers interested in contracting with Cortland County for transit display advertising, as well as coordinating with a local sign company to create, install and remove the advertisements, AND

WHEREAS, all monies for space rental, production, installation and removal of transit bus advertising will be payable to Cortland County, AND

WHEREAS, sixty percent (60%) of the advertising space revenue on Cortland County-owned buses will be paid to Seven Valleys Health Coalition (10% as an administration fee and 50% to offset local match for the Mobility Management System), with the remaining forty percent (40%) of the advertising space revenue being allocated to Cortland County, AND

WHEREAS, there would be no cost to Cortland County associated with advertising on Cortland County-owned buses, AND

WHEREAS, any transit display advertising space on County-owned buses must be in accordance with the procedures set forth by the New York State Department of Transportation as to the guidelines for advertising on vehicles as well as guidelines set forth by Cortland County, AND

WHEREAS, the quantity, quality and placement of all advertising is subject to the approval of the Cortland County Agricultural, Planning and Environmental Legislative Standing Committee, AND

WHEREAS, any changes to the fee schedule for bus advertising on County-owned buses would require a resolution requesting an amendment to the Seven Valleys Health Coalition agreement, as well as approval by the Cortland County Legislature, NOW THEREFORE BE IT

RESOLVED, that upon review by the County Attorney or designee, the Cortland County Legislature authorizes the County Administrator to enter into an agreement with Seven Valleys Health Coalition for transit display advertising services on Cortland County-owned buses, as long as such advertising meet the requirements set forth by the New York State Department of Transportation and Cortland County through December 31, 2021.

Minutes Acceptance: Minutes of Nov 5, 2020 9:00 AM (Minutes Approval)

AGENDA ITEM NO. 3 – Authorize Agreement with Howell, Liberatore & Associates, Inc. for Bus Advertising on County-Owned Buses - Planning Department

RESULT: APPROVED [UNANIMOUS]

Next: 11/10/2020 11:30 AM

MOVER: Ronald J. Van Dee, Committee Member

SECONDER: Mitchel Eccleston, Committee Member

AYES: Newell, Harbin, Van Dee, Homer, Wilson, Eccleston

EXCUSED: Kevin Fitch

ON MOTION OF FITCH

RESOLUTION NO.

Authorize Agreement with Howell, Liberatore & Associates, Inc. for Bus Advertising on County-Owned Buses - Planning Department

WHEREAS, Cortland County has transit display advertising space available on County-owned buses, AND

WHEREAS, any transit display advertising space on County-owned buses must be in accordance with the procedures set forth by the New York State Department of Transportation as to the guidelines for advertising on vehicles as well as guidelines set forth by Cortland County, AND

WHEREAS, Howell, Liberatore & Associates, Inc., on behalf of Cayuga Health System, is interested in purchasing advertising space on County-owned buses, AND

WHEREAS, the transit display advertising will be a full bus wrap at a total cost of \$7,200 for space rental for 24 months and \$7,000 for the production, installation and removal of advertising, AND

WHEREAS, there would be no cost to Cortland County associated with advertising on Cortland County-owned buses, AND

WHEREAS, the quantity, quality and placement of all advertising is subject to the approval of the Cortland County Agricultural, Planning and Environmental Legislative Subcommittee, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Agricultural, Planning and Environmental Legislative Subcommittee approves the display advertising, AND BE IT FURTHER

RESOLVED, that the Cortland County Legislature authorizes the County Administrator, upon approval by the County Attorney or designee, to enter into an agreement with Howell, Liberatore & Associates, Inc. for transit display advertising for a term ending November 11, 2022.

AGENDA ITEM NO. 4 – Authorize Agreement Between CAPCO and Cortland County for Bus Advertising on County-Owned Buses - Planning Department

RESULT: APPROVED [UNANIMOUS]

Next: 11/10/2020 11:30 AM

MOVER: Ronald J. Van Dee, Committee Member

SECONDER: Mitchel Eccleston, Committee Member

AYES: Newell, Harbin, Van Dee, Homer, Wilson, Eccleston

EXCUSED: Kevin Fitch

ON MOTION OF FITCH

RESOLUTION NO.

Minutes Acceptance: Minutes of Nov 5, 2020 9:00 AM (Minutes Approval)

Authorize Agreement Between CAPCO and Cortland County for Bus Advertising on County-Owned Buses - Planning Department

WHEREAS, Cortland County Community Action Program, Inc. (CAPCO) is interested in purchasing advertising space on County-owned buses, AND

WHEREAS, any transit display advertising space on County-owned buses must be in accordance with the procedures set forth by the New York State Department of Transportation as to the guidelines for advertising on vehicles as well as guidelines set forth by Cortland County, AND

WHEREAS, the transit display advertising will be placed on the traffic side of two transit buses at a total cost of \$1,560 for space rental for six months of advertising and \$950 for production, installation and removal of advertising, AND

WHEREAS, the quantity, quality and placement of all advertising is subject to the approval of the Cortland County Agricultural, Planning and Environmental Legislative Subcommittee, NOW THEREFORE BE IT

RESOLVED, that the Cortland County Agricultural, Planning and Environmental Legislative Subcommittee approves the display advertising, AND BE IT FURTHER

RESOLVED, that the Cortland County Legislature authorizes the County Administrator, upon approval by the County Attorney or designee, to enter into an agreement with Cortland County Community Action Program, Inc. for transit display advertising for a term ending May 11, 2021.

DISCUSSION ITEMS

Planning Department

1. Planning Monthly Budget Report

RESULT: COMPLETED

Soil & Water Conservation District

2. Soil and Water Conservation District Monthly Report

RESULT: COMPLETED

Cooperative Extension

3. Cooperative Extension Monthly Report

RESULT: COMPLETED

7 Valleys Health Coalition

4. Mobility Management Monthly Report

RESULT: COMPLETED

ADJOURNMENT

The meeting was closed at 9:19 AM

Minutes Acceptance: Minutes of Nov 5, 2020 9:00 AM (Minutes Approval)