

## **PLANNING AND ECONOMIC DEVELOPMENT**

**February 16, 2022**

**Members Present:** D. Root, G. Barnes, P. Curran, A. Cyr, G. Hanchett, D. Healy, J. Ricci, J. Ricketts-Swales, P. Stockin

**Others Present:** D. Bigelow, B. Budinger, J. Burdick, A. Carrow, C. Clark, K. Demick, B. Harris, S. Havey, K. Hooker, C. Knapp, T. Linn, B. Reynolds, B. Riehle, T. Ross, T. Shaw,

**Call to Order:** The meeting was called to order at 2:00 p.m. by Planning & Economic Development Committee Chair Debra Root.

### **Approval of Minutes**

A motion was made by Legislator Cyr, seconded by Legislator Hanchett, and carried to approve the January 19, 2022, Planning & Economic Development Committee minutes.

### **EMPLOYMENT & TRAINING**

Employment and Training Director Reita Sobek-Lynch could not attend the meeting but submitted her monthly report to the committee for review.

### **PLANNING DEPARTMENT**

Planning Director Kier Dirlam attended the meeting and submitted his monthly report to the committee for review. Mr. Dirlam briefly highlighted items from his report.

### **Planning Board Meeting**

Mr. Dirlam stated that the County Planning Board meeting is tentatively scheduled for February 16, 2021, at 7:00 p.m. at the Crossroads Center for board members and via Zoom for non-board members. Mr. Dirlam stated that a link to the Zoom meeting can be provided upon request to anyone wishing to attend this way.

### **Local Water Front Revitalization Project**

Mr. Dirlam stated that they have met with the consultant for the Local Water Front Revitalization Project and it is moving along. Mr. Dirlam explained that originally they had planned to do another road show to every town along the river similar to last summer. Mr. Dirlam explained that the vast majority of the data collected from last summer was available online with the various tools that were used. Mr. Dirlam stated that they have decided to put together a little piece with a series of survey tools to try to get more information, and he should have more details by the next committee meeting.

### **Tour Guide Printer**

Mr. Dirlam stated that he had received word that the printer for the tour guide is running behind, and he estimated the guides should be delivered to us around March 1. Mr. Dirlam stated that 30,000 tour guides have been requested by vendors and will be distributed in Western and Central New York, and possibly in Pennsylvania and Ohio.

### **Wild Souls, Wild Places Campaign**

Mr. Dirlam gave an update on the cumulative data collected and the statistics for the success of the Wild Souls, Wild Places campaign in the first five months as follows:

- Reached approximately 408,000 people since September 2021

- Approximately 4,579 clicks to the link
- 25 New newsletter subscribers
- Original Objectives for the campaign:
  1. Increase Facebook followers by 35 percent within six months
  2. Increase Instagram followers by 35 percent within six months
- Actual Statistical data:
  1. Increased Facebook followers by 47 percent
  2. Increased Instagram followers by 51 percent

Mr. Dirlam stated that this data shows that the campaign has surpassed the original objectives in the first five months, and they feel this campaign is going in the right direction. Mr. Dirlam played the January 2022 Campaign video “Walker Metal – Steve” for the Legislators.

### **Request to Create and Fill Associate Planner**

Mr. Dirlam requested permission to create and fill one full-time Associate Planner (Non-Unit, Grade:4, Step: Base) in the Planning Department. The Associate Planner will work with Towns, Villages, and the County with creating plans for downtown development, hazard mitigation, GIS work, grants, and comprehensive plans. Some partial funding may be available in the future, but no funding has currently been projected. The annual salary of this position is estimated to be \$41,102.52, with benefits estimated to be \$16,058.75. Funding for this position will be 100 percent with County funds, and is included in the 2022 Budget. Mr. Dirlam explained that there are many large projects coming up and this position will be very helpful. Mr. Dirlam stated that the Farmland Protection Plan is very outdated and requires an update, the Hazard Mitigation Plan which is currently a 3,000-page document is due to be updated this year, and the County Comprehensive Plan is also coming due for an update. Committee Chair Debra Root asked if this position was in the 2022 Budget. Mr. Dirlam replied, “yes.” Committee Chair Root asked if they were changing one of the existing two Planners to Associate Planner. County Administrator Carissa Knapp stated that they are not changing the position, but making the title more appropriate. Personnel Officer Bobby Budinger stated that they would be evaluating the position and making recommendations at the Personnel Committee. Mr. Budinger stated that the position will be more focused with the Planning Department and different than the Planning and Development Specialist. Committee Chair Root asked if the County Administrator had signed off on the request. Ms. Knapp stated that she had signed off, and that Mr. Dirlam needs this position to take on the extra work coming up. The request was approved on a motion made by Legislator Healy, seconded by Legislator Ricci, and carried.

**Refer to Personnel to Create, and Refer to Ways and Means to Fill**

### **Request to Fill Planning and Development Specialist**

Mr. Dirlam requested permission to fill one full-time Planning and Development Specialist (AFSCME Bargaining Unit, Grade:13, Step: Base) in the Planning Department due to a resignation. The Planning and Development Specialist provides technical assistance and information for assembling projects, administration of specific planning program areas or ordinances to public and staff. Works on grant applications and implementation of grants. Provides Development Office and Planning Office administration support services including routine office tasks, related activities and functions. The annual salary of this position is estimated to be \$38,458.97, with benefits estimated to be \$15,025.92. Funding for this position will be 100 percent with County funds. Legislator Healy asked if the request had been approved by the County Administrator and Personnel Officer. County Administrator Carissa Knapp explained that she has had extensive conversations with Mr. Dirlam regarding the necessity for the position and it is approved and ready to go. The request was approved on a motion made by Legislator Healy, seconded by Legislator Ricci, and carried. **Refer to Ways and Means**

## **ECONOMIC DEVELOPMENT/INDUSTRIAL DEVELOPMENT AGENCY**

Allegany County Development and Industrial Development Agency Executive Director Craig Clark attended the meeting and submitted his monthly report to the committee for review.

### **Crossroads Project**

Dr. Clark stated that the travel center is doing very well, and the Industrial Development Agency (IDA) has agreed to fund the first phase of the project, which is an engineering and environmental study that should begin next week. Legislator Healy stated that a Wellsville area business man brought back an old idea for a water park, and that he would be interested in getting some other business men involved for funding. Dr. Clark stated that he thinks a water park would fit very well with the planned hotels, that indoor water parks are becoming more and more popular. Legislator Healy stated that he will pass the idea along.

### **ARVOS Ljungstrom**

Dr. Clark stated that the first thing that ARVOS Ljungstrom will have to do is construct a fairly large sized paint booth for painting of large scale structures they will be building.

### **Wellsville Business Park**

Dr. Clark stated that he met with the Wellsville Business Park owners again today, and they have a number of projects from Empire State Development, the potential for a large metal manufacturer, and some smaller projects with a 40,000 square foot facility with an approximately \$6 million per year operation.

### **Clean Energy Projects**

Dr. Clark stated that the large Moraine Solar project may start this year, and the Alle-Catt wind project will start this year. Dr. Clark explained that they are currently in the process of closing out the documents with the lawyers. Committee Chair Debra Root asked if that meant construction would begin this year. Dr. Clark stated that it meant they would begin buying as much of the materials as they can and starting with the basics, but that the project is moving forward this year. Legislator Burdick stated they received an email sighting all of the requirements as part of their 96C status, and they will be receiving another email stating what modifications may be required to remain compliant. Legislator Burdick also stated that the Delaware River has received a special use permit and will be starting soon.

### **Micro Enterprise Grant**

Dr. Clark stated that the Micro Enterprise Grant is just about finished, and that they made the final grant award at the last IDA board meeting. Dr. Clark explained that as a result of certain grantees dropping out, an extension of another six months had been approved, and they will be able to finish within that time period. Dr. Clark stated that they are talking about trying to get approximately \$300,000 of additional grant funding, as well as more funding that CDBG is allocating for companies of 25 employees or less affected by COVID-19. Dr. Clark stated that many companies in Allegany County have less than 25 employees that will benefit and potentially have in the million-dollar range to hand out. Committee Chair Root asked how many businesses had been helped at this time. Dr. Clark stated that they were able to help 7 businesses.

### **START-UP Allegany**

Dr. Clark stated that the START-UP Allegany Group is hosting the second annual business competition for college students from Houghton College, Alfred State College, and Alfred University in

April 2022. Dr. Clark explained that the program fosters college student's business ideas and encourages them to start businesses in Allegany County.

### **Houghton College Bond**

Dr. Clark stated that they are currently processing Houghton's \$25 million bond which will save them on their financing to renovate their buildings and their HVAC.

### **CDBG Micro Enterprise #20ME 131-19**

County Administrator Carissa Knapp requested authorization to convene a second Public Hearing on March 23, 2022, at 2:00 P.M. in the County Legislators' Chambers, Room 221, County Office Building, 7 Court Street, Belmont, New York, to discuss the outcomes of Allegany County's Microenterprise Assistance Program CDBG Grant #20ME131-19 in collaboration with the Allegany County Industrial Development Agency. A second Public Hearing is required following 75 percent of the contract budget disbursement and prior to the final funding draw. The Microenterprise Assistance Program provides entrepreneurial training, business plan development, capital grants, and follow-up technical assistance to new and existing micro enterprises in Allegany County. The grant funds supported the Industrial Development Agency (IDA) with providing financial assistance to local entrepreneurs assisting with launching and expanding businesses in Allegany County. The total County share of the grant is \$200,000 for the Fiscal Year 12/19/2019 to 12/20/2021, with an approved extension date of 6/20/2022. The request was approved on a motion made by Legislator Ricci, seconded by Legislator Cyr, and carried. **Prepare Resolution**

### **Adjournment**

There being no further business to come before the committee, the meeting was adjourned at 2:32 p.m. following a motion by Legislator Hanchett, seconded by Legislator Ricci, and carried.

Respectfully submitted,

Tiffany Linn, Confidential Secretary  
Allegany County Board of Legislators