

TIOGA COUNTY ED&P/TOURISM/CCE/SOIL & WATER  
LEGISLATIVE COMMITTEE AGENDA

**December 3, 2024**

1:00 PM

- MINUTES
  - Approval of minutes of November 5, 2024
- FINANCIAL
  - Economic Development
  - Planning
  - Sustainability Management
- OLD BUSINESS
  - Reports
  - Grants
  - Economic/Community Development
  - Land Bank
  - Workforce Development
  - Planning
  - Sustainability Management
  - IDA
  - Misc.
- NEW BUSINESS
  - Reports
  - Grants
  - Economic/Community Development
  - Land Bank
  - Workforce Development
  - Planning
  - Sustainability Management
  - IDA
  - Misc.
- PERSONNEL
- RESOLUTIONS
  - L10-Reappoint Member (Pam Moore) to the Tioga County Planning Board
  - L11-Reappoint Member (John Current) to the Tioga County Planning Board

L12-Resolution to Renew SWCD Hazard Mitigation Plan Coordination Services 2025

L14-Reappoint Lesley Pelotte to the TCPDC Board

L26-2025 EDP Staff Changes

L45-Authorizing Legislative Chair Signature on Contract for Professional Services with Deluge Media

L50-Reappoint Joshua Whitmore to the TCPDC Board

L51-Authorize Contract with MRB Group for Solar Best Practices and Policies Update

L53-Administrative Services Agreement Between Co of Tioga and Tioga County IDA

- PROCLAMATIONS - N/A
- ADJOURNMENT

DRAFT

## ECONOMIC DEVELOPMENT & PLANNING TOURISM/AGRICULTURE LEGISLATIVE COMMITTEE MEETING November 5, 2024

### ATTENDEES:

**Legislators:** Keith Flesher, Ron Ciotoli, Dennis Mullen

**Staff:** Brittany Woodburn, Linda Sampson, Elaine Jardine, Cathy Haskell, Jackson Bailey

**Guests:** Becca Maffei, Tioga County Tourism Director

Committee Chair Barb Roberts was not in attendance. Legislator Keith Flesher called the meeting to order at 1:00 P.M.

**ECONOMIC DEVELOPMENT & PLANNING (ED&P):** Agenda and attachments previously emailed.

### I. MINUTES

- A. Approval of minutes from October 8, 2024 – Legislator Flesher asked for approval of the minutes from the October 8, 2024, committee meeting. Legislator Mullen made a motion to accept the minutes from the October 8, 2024, meeting, seconded by Legislator Ciotoli. All were in favor.

Ms. Woodburn reported the following:

### II. FINANCIAL

- A. 2024 Budget
  1. Economic Development
    - Year-to-Date Budget is tracking.
  2. Planning
    - Year-to-Date Budget is tracking.
  3. Sustainability Management
    - Year-to-Date Budget is tracking.

### III. OLD BUSINESS/NEW BUSINESS

- A. Reports
  1. Cornell Cooperative Extension – Monthly report was in the committee packet.
  2. Tioga County Soil & Water Conservation District- Monthly report was in the committee packet.
  3. Tioga County Tourism- Becca Maffei, Tourism Director – Monthly report previously emailed. Ms. Maffei distributed an updated report and reviewed the report



highlighting the Tioga Antique Trail Campaign, Content Project Progress, Travel Guide (cover page of pictures distributed), Paddle the 607, Skyview Raceway Park, Tioga Restaurant Week.

4. Economic Development – In keeping with staff reporting Ms. Woodburn introduced Elaine Jardine, County Planning Director. Ms. Jardine reported on the following:

- ED&P is applying for EPA (Environmental Protection Agency) Brownfield Communitywide Assessment Grant to assess various vacant and abandon properties in the County.
- A resolution is listed below to designate Ms. Jardine as the Authorized Organization Representative for this application.
- A list of target areas and key properties with descriptions was distributed and reviewed. The hope is that this grant can identify the exact contamination and suggest a plan for reuse for some of the listed properties.
- ED&P would like to contract with MRB Group to update our 2022 Best Practices and Policies for Municipalities regarding Solar Projects. Ms. Jardine reported on the many items that MRB would be researching. Some items follow:
  - ✓ The new statewide property tax assessment calculation.
  - ✓ Poll IDA's to determine whether any of them provide sales tax exemptions for solar projects.
  - ✓ Address tax liability or payback of property owners if land is agricultural and gets converted to solar development.
  - ✓ Collect information from NYSEG on the status of grid's capacity to handle more solar projects in Tioga County.
  - ✓ Provide template language for a local law enacting a moratorium on solar development.
  - ✓ Soil testing and landscaping.
  - ✓ Emergency procedures.
  - ✓ Provide three presentations; one to the Council of Governments, one to the County Legislature and one to the Planning and Zoning Board.

#### B. Grants

1. Active Grants – See attached EDP Grant Tracking spreadsheet. Ms. Woodburn highlighted:

- a. CDBG Neighborhood Depot – Closeout in process; may take until spring to finalize because of the State's monitoring review process. Project is almost complete, tenants are moving in. The former Rural Ministry building has been demolished. Depending on the weather, they will work on the landscaping. A ribbon cutting event is planned for springtime. Ms. Woodburn reminded the committee this was a \$7.9M project and the ED&P Team helped secure \$5M for the project with a few grants including CDBG funds, as well as County ARPA funds.
- b. CDBG Microenterprise – RFP for administrative services has been sent out and is due November 15<sup>th</sup>. The grant will cover the administrative fees.

#### C. Economic/Community Development

1. CDBG Economic Development Grant



- a. Discussing potential application with two manufacturers – ED&P has been recently approached by two manufacturers about submitting projects for consideration under the CDBG Economic Development Grant. Municipalities are the only eligible applicants for this program. Meetings have been set up with the State and the manufacturers to talk about their projects and make sure they're eligible. Once the projects are determined eligible, a resolution to apply on behalf of the business will be brought forward.
  2. Village of Owego DRI – 7 active projects remaining.
    - a. Three projects have been closed out: 130 Temple Street, 223 Front Street and 194 Front Street.
    - b. 187 Main Street and 68 North Avenue are in process of being closed out; inspections are being finalized.
  3. Village of Waverly NY Forward
    - a. Continue assisting project sponsors with ESD, SEQR and SHPO processes.
    - b. Small Business Fund \$200,000 - The Village of Waverly is going to keep the contract with the State; the State will allow the village to hire a consultant. Ms. Woodburn reported the Village of Waverly also has their 2 large municipal projects, East Waverly Park and Broad Street. Ms. Jardine assisted them in putting together an RFP for architectural engineering services. Once the contract is signed with the Department of State the RFP will be sent out.
  4. Pro-Housing Communities
    - a. Town of Berkshire, Town of Richford, Town of Newark Valley, Village of Owego and Village of Nichols certification applications are in process.
    - b. Village of Newark Valley – Certification approved.
  5. Foundation Coalition
    - a. December virtual Foundations Coalition meeting – Mr. Lanning continues to be in contact to discuss upcoming projects and funding priorities.
- D. Land Bank
1. 81 North Avenue, Owego – Arrow Masonry has begun brick repointing.
  2. 121 Providence Street, Waverly – Kascon has started interior asbestos abatement and is gutting the property to begin mold remediation work. O'Rourke is providing environmental services.
  3. Administrative Services Agreement – Ms. Woodburn reported the following
    - The County and the Land Bank have an Administrative Services Agreement in place.
    - The County, through the ED&P Office, provides administrative services, office space and equipment to the Land Bank.
    - The Land Bank pays \$25,000.00 a year to the County.
    - The current agreement expires December 31, 2025.
    - As Deputy Director, August 2021, Ms. Woodburn took over the administrative services duties for the Land Bank.
    - Ms. Tinney, ED&P Director at the time, revised the Deputy Director job description to reflect these duties.
    - Currently, with Ms. Woodburn's responsibilities as ED&P Director, she has made the decision to step back from the Land Bank administrative duties.

- With the Administrative Agreement still in place, Ms. Woodburn would like to reassign these duties to the new staff member, Economic Development Specialist, Sara Zubalsky-Peer. She has a lot of experience in housing rehab and previously served on the Land Bank Board.
- Ms. Woodburn has met with Personnel and the Economic Development Specialist Job description has been changed to reflect the Land Bank Administrative duties.
- A resolution showing a record of these changes is listed below.

E. Workforce Development

1. Southern Tier 8 ARC Application – OACSD/BT BOCES Satellite Campus – Mr. Lanning provided technical assistance with this application. Ms. Woodburn asked the committee if they wanted a resolution for his work on this. At the committee's request a resolution will be completed and submitted at the end of this meeting.
2. Events for school districts
  - a. Career Panel Circuit with Candor, Owego and Newark Valley - Mr. Lanning is coordinating this event.
  - b. Manufacturing Day with SUNY Broome – Tours of SUNY Broome's facilities are being held from October 8<sup>th</sup> to November 14<sup>th</sup>. A resolution to exceed the food and beverage policy, not to exceed \$2,000.00, to provide lunch for the schools participating in the tours is listed below. This expense will be reimbursed by ARC Grant funds.

F. Planning

1. 239 Reviews – None this month.  
Ms. Jardine reported on the following earlier:
2. North Tioga Agricultural District 8-Year Review
3. Skyview Park Redevelopment Plan
4. EPA Brownfields Communitywide Assessment grant
5. Updated Municipal Solar Best Practices and Policies in Tioga County

G. Sustainability Management

1. Pumpkin Smash Event is November 9<sup>th</sup>.
2. DEC Municipal Waste Reduction and Recycling (MWRR) Program – Application completed and submitted. This is reimbursement for a portion of Dr. Pratt's salary.
3. Local Solid Waste Management Plan – Submitted to NYSDEC.
4. 2024 YTD

a. Paid to Broome County	2024	2023
i. HHW=	\$9,266.55	\$12,925.50
ii. E-Waste=	\$1,994.65	\$6,000.05
b. Towns/County(EWaste)=	\$2,628.50	\$679.68

H. IDA

1. Equipment Lease Program – The IDA has been awarded an USDA RBDG Grant for equipment lease. Trying to launch this at the same time as the microenterprise grant for businesses. Guidelines and application are being finalized.
2. Lounsberry Engineering Study- The IDA is conducting an engineering study for their Lounsberry owned sights. They have USDA and ARC funding for this project. An RFP

for engineers has been sent out. The goal for this project is to make the properties shovel ready for future development.

3. Sun East Solar PILOT – The IDA is working toward closing this PILOT. Construction to begin soon.

#### **IV. RESOLUTIONS (4)**

K06-Designate County Planning Director as AOR for EPA Brownfield Communitywide Assessment Grant Application

K10-Reappoint Stuart Yetter to the TCPDC Board

K11-Legislative Approval to Exceed Tioga County Food and Beverage Policy

K20-Administrative Support provided to TCPDC

After reviewing the above resolutions, Ms. Woodburn asked this committee for support to move the resolutions forward. The vote to support the above resolutions follows:

Legislator Mullen – yes

Legislator Ciotoli – yes

Legislator Flesher - yes



EDP Grant Tracking Spreadsheet - Tioga County							
Nov-24							
	Applicant	Grant Source	Purpose	Status	Requested	Resource	Technical Assistance
1	Tioga County	CDBG Public Facilities – Racker Neighborhood Depot	New construction of Neighborhood Depot Non Profit Hub	Closeout in process	\$ 3,000,000.00	NA	NA
2	Tioga County	ESD Restore NY Round VI – River House Confectionery and Mercantile	Rehabilitation of 178-180 Front Street, Owego	Awarded - in process	\$ 1,800,000.00	NA	NA
3	Tioga County	ESD Restore NY Round VII – Tioga Trails	Rehabilitation of 48-50 Lake Street, Owego	Awarded - in process	\$ 1,000,000.00	NA	NA
4	Tioga County	NYS Snowmobile	Snowmobile grant program for 5 clubs in Tioga County	Awarded - in process	TBD	NA	NA
5	Tioga County	NYPA – EV charging stations	To establish 2 - Fast Charging EV Hubs in Tioga County	Awarded - in process	\$ 2,000,000.00	NA	NA
6	Tioga County	Municipal Waste Reduction and Recycling & Household Hazardous Waste Programs	Allows for Tioga County to maintain a Sustainability Manager to expand and implement waste reduction strategies within the County. Allows the County to have a safe and economic method for the proper disposal of household hazardous waste.	Awarded - in process	\$ 56,774.88	NA	NA
7	Tioga County	ESD Restore NY Round VIII, Tioga County	Rehabilitation of 81 North Ave in the Village of Owego	Awarded - in process	\$ 165,000.00	NA	NA
8	Tioga County	CDBG Microenterprise program	Provide funding for small businesses with five or less employees.	Awarded - in process	\$ 212,500.00	NA	NA
9	Tioga County	NY SWIMS	Funding to support V. Owego public pool.	Application submitted	\$ 24,938.00	NA	NA
10	Tioga County	NYSERDA Fleet Inventory	Electric landscaping equipment and LED light fixtures.	Awarded - in process	\$ 15,000.00	NA	NA
11	Tioga County	CDBG Public Facilities – Catholic Charities	Mobile food truck to establish life skills café, community kitchen, and food rescue programs.	Application submitted	\$ 243,533.00	NA	NA
11	Tioga County	EPA Brownfield Assessment Grant	Assessment grant to provide funding for brownfield inventories, planning, environmental assessments and community outreach	Application in process	\$ 500,000.00	NA	NA

EDP Grant Tracking Spreadsheet - Outside Agencies							
Nov-24							
	Applicant	Grant Source	Purpose	Status	Requested	Resource	Technical Assistance
1	Village of Newark Valley	ESD Restore NY Round VIII	Rehabilitation of 10 and 14-16 Whig Street, NV	Awarded - in process	\$ 732,420.00		X
2	OACSD	Congressionally Directed Spending	Build out of former maintenance building for BT BOCES / Owego Apalachin CTE programs	Application submitted	\$ 1,000,000.00	X	
3	OACSD	ARC Infrastructure Investment & Jobs Act (IIA)/Area Development	Build out of former maintenance building for BT BOCES / Owego Apalachin CTE programs	Application submitted	\$ 1,000,000.00	X	
4	Town of Berkshire	ARC READY Local Government Program	Master park plan for George W. Smith park	Potential application	TBD	X	
5	Town of Berkshire	USDA Community Facilities	Equipment Purchases (mower, tractor, excavator)	Application submitted	\$ 311,210.00	X	
6	Tioga Hardwoods	ESD Small Manufacturers Modernization Grant	Equipment purchases/upgrades	Application submitted	\$ 112,240.00	X	
7	Tioga County IDA	USDA RBDG	Lounsberry Engineering Plan	Awarded - in process	\$ 90,000.00		X
8	Tioga County IDA	USDA RBDG	Equipment Lease Program	Awarded - in process	\$ 99,000.00		X
9	Village of Newark Valley	ESD Planning and Feasibility Studies Program	Downtown strategic plan	Application submitted	\$ 22,500.00		X



# TIOGA COUNTY, NEW YORK

## Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2024 12

ACCOUNTS FOR: A General Fund	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
<b>A6422 Economic Development</b>							
A6422 411132 Tax On Hotel/Motel	-35,000	0	-35,000	-60,563.54	.00	25,563.54	173.0%
A6422 412890 Other Gen Gov. Inc	-100,000	0	-100,000	-24,372.94	.00	-75,627.06	24.4%*
A6422 412891 Other General Gov.	0	0	0	-24,372.94	.00	24,372.94	100.0%
A6422 419890 Contribution To Ec	-20,000	0	-20,000	-15,000.00	.00	-5,000.00	75.0%*
A6422 421891 Other Home & Commu	-25,000	0	-25,000	-18,750.00	.00	-6,250.00	75.0%*
A6422 510010 Full Time	314,875	0	314,875	232,694.40	.00	82,180.60	73.9%
A6422 510020 Part Time/Temporar	12,553	0	12,553	5,376.43	.00	7,176.57	42.8%
A6422 520090 Computer	0	930	930	799.98	.00	130.02	86.0%
A6422 540010 Advertising	3,000	0	3,000	2,625.00	.00	375.00	87.5%
A6422 540040 Books	500	100	600	547.90	.00	52.10	91.3%
A6422 540070 Car Maintenance	2,000	0	2,000	948.58	.00	1,051.42	47.4%
A6422 540140 Contracting Servic	0	2,000	2,000	1,718.18	.00	281.82	85.9%
A6422 540180 Dues	450	520	970	968.00	.00	2.00	99.8%
A6422 540220 Automobile Fuel	150	0	150	79.64	.00	70.36	53.1%
A6422 540320 Leased/Service Equ	1,350	0	1,350	817.78	.00	532.22	60.6%
A6422 540360 Meals/Food	750	0	750	54.83	.00	695.17	7.3%
A6422 540390 Mileage Expense	50	0	50	.00	.00	50.00	.0%
A6422 540420 Office Supplies	1,280	-20	1,260	408.96	.00	851.04	32.5%
A6422 540480 Postage	380	0	380	116.39	.00	263.61	30.6%
A6422 540485 Printing/Paper	1,500	0	1,500	688.15	.00	811.85	45.9%
A6422 540487 Program Expense-WD	100,000	0	100,000	6,285.22	.00	93,714.78	6.3%
A6422 540590 Services Rendered	20,000	-2,000	18,000	3,519.66	.00	14,480.34	19.6%
A6422 540620 Software Expense	100	0	100	.00	.00	100.00	.0%
A6422 540660 Telephone	740	0	740	575.31	.00	164.69	77.7%
A6422 540733 Training/All other	4,820	-1,530	3,290	21.33	.00	3,268.67	.6%
A6422 581088 State Retirement F	6,927	18,139	25,066	28,028.03	.00	-2,962.33	111.8%*
A6422 583088 Social Security Fr	4,097	15,815	19,912	18,516.15	.00	1,396.09	93.0%
A6422 584088 Workers Compensati	0	6,570	6,570	4,940.70	.00	1,629.43	75.2%
A6422 585588 Disability Insuran	0	289	289	249.09	.00	39.98	86.2%
A6422 586088 Health Insurance F	13,076	44,180	57,256	37,540.31	.00	19,716.04	65.6%
A6422 588988 Eap Fringe	0	86	86	65.41	.00	20.77	75.9%
TOTAL Economic Development	308,598	85,080	393,678	204,526.01	.00	189,151.66	52.0%
TOTAL General Fund	308,598	85,080	393,678	204,526.01	.00	189,151.66	52.0%
TOTAL REVENUES	-180,000	0	-180,000	-143,059.42	.00	-36,940.58	
TOTAL EXPENSES	488,598	85,080	573,678	347,585.43	.00	226,092.24	



**Tioga County  
YEAR-TO-DATE BUDGET REPORT**

FOR 2024 12							
	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL

GRAND TOTAL	308,598	85,080	393,678	204,526.01	.00	189,151.66	52.0%
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# TIOGA COUNTY, NEW YORK

## Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2024 12

ACCOUNTS FOR: A General Fund	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
<b>A8020 Planning</b>							
A8020 449020 ARC23 Federal Aid-P	0	-5,430	-5,430	-4,892.60	.00	-537.00	90.1%*
A8020 510010 Full Time	167,422	0	167,422	119,330.09	.00	48,091.91	71.3%
A8020 540010 Advertising	200	0	200	93.10	.00	106.90	46.6%
A8020 540040 Books	600	0	600	65.00	.00	535.00	10.8%
A8020 540140 Contracting Servic	22,000	-2,555	19,445	6,732.55	.00	12,712.45	34.6%
A8020 540140 ARC23 Contracting S	0	10,859	10,859	9,785.20	.00	1,074.00	90.1%
A8020 540180 Dues	800	0	800	798.00	.00	2.00	99.8%
A8020 540220 Automobile Fuel	200	0	200	78.89	.00	121.11	39.4%
A8020 540320 Leased/Service Equ	1,200	0	1,200	.00	.00	1,200.00	.0%
A8020 540360 Meals/Food	190	0	190	.00	.00	190.00	.0%
A8020 540390 Mileage Expense	600	0	600	.00	.00	600.00	.0%
A8020 540420 Office Supplies	500	0	500	50.01	.00	449.99	10.0%
A8020 540480 Postage	900	0	900	25.01	.00	874.99	2.8%
A8020 540485 Printing/Paper	1,000	0	1,000	.00	.00	1,000.00	.0%
A8020 540590 Services Rendered	4,875	2,555	7,430	2,500.00	.00	4,930.00	33.6%
A8020 540660 Telephone	600	0	600	249.86	.00	350.14	41.6%
A8020 540733 Training/All Other	1,200	0	1,200	242.00	.00	958.00	20.2%
A8020 581088 State Retirement F	0	10,835	10,835	10,879.00	.00	-44.24	100.4%*
A8020 583088 Social Security Fr	0	9,986	9,986	9,187.26	.00	799.06	92.0%
A8020 584088 Workers Compensati	0	2,241	2,241	1,815.42	.00	425.80	81.0%
A8020 585588 Disability Insuran	0	119	119	103.26	.00	15.76	86.8%
A8020 586088 Health Insurance F	0	40,256	40,256	34,628.89	.00	5,626.78	86.0%
A8020 588988 Eap Fringe	0	30	30	24.26	.00	5.45	81.7%
TOTAL Planning	202,287	68,896	271,183	191,695.20	.00	79,488.10	70.7%
TOTAL General Fund	202,287	68,896	271,183	191,695.20	.00	79,488.10	70.7%
TOTAL REVENUES	0	-5,430	-5,430	-4,892.60	.00	-537.00	
TOTAL EXPENSES	202,287	74,326	276,613	196,587.80	.00	80,025.10	



# TIOGA COUNTY, NEW YORK

## Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2024 12

	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
GRAND TOTAL	202,287	68,896	271,183	191,695.20	.00	79,488.10	70.7%

\*\* END OF REPORT - Generated by Sampson, Linda \*\*



# TIOGA COUNTY, NEW YORK

## Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2024 12

ACCOUNTS FOR: A General Fund	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL
<b>A8160 Refuse &amp; Garbage</b>							
A8160 421890 Other Home & Comm	0	0	0	-2,552.00	.00	2,552.00	100.0%
A8160 425900 Waste Hauler Permi	0	0	0	-400.00	.00	400.00	100.0%
A8160 439892 Solid Waste State	-30,000	-15,000	-45,000	-15,000.00	.00	-30,000.00	33.3%*
A8160 510010 Fulltime	69,317	0	69,317	58,205.36	.00	11,111.64	84.0%
A8160 520280 Tools Large/ Power	0	15,000	15,000	.00	.00	15,000.00	.0%
A8160 540010 Advertising	7,500	0	7,500	5,401.91	287.29	1,810.80	75.9%
A8160 540180 Dues	175	-50	125	.00	.00	125.00	.0%
A8160 540270 Insurance-Liabilit	1,422	0	1,422	.00	.00	1,422.00	.0%
A8160 540320 Leased/Service Equ	0	2,000	2,000	683.12	134.66	1,182.22	40.9%
A8160 540390 Mileage Expense	167	0	167	.00	.00	166.75	.0%
A8160 540420 Office Supplies	2,000	0	2,000	615.31	.00	1,384.69	30.8%
A8160 540444 Permits, Fees, Ins	100	-100	0	.00	.00	.00	.0%
A8160 540480 Postage	200	150	350	311.89	.00	38.11	89.1%
A8160 542140 Contracting Servic	100,000	-2,000	98,000	14,867.91	.00	83,132.09	15.2%
A8160 542261 Household Hazardou	75,000	0	75,000	17,759.77	2,953.05	54,287.18	27.6%
A8160 542485 Printing/Paper	1,500	0	1,500	200.00	.00	1,300.00	13.3%
A8160 542640 Supplies (Not Offi	11,000	0	11,000	1,576.52	.00	9,423.48	14.3%
A8160 542680 Tires	3,900	0	3,900	3,620.00	.00	280.00	92.8%
A8160 581088 State Retirement F	0	5,999	5,999	6,292.34	.00	-293.74	104.9%*
A8160 583088 Social Security Fr	0	4,159	4,159	4,505.42	.00	-346.45	108.3%*
A8160 584088 Workers Compensati	0	1,120	1,120	1,057.08	.00	63.40	94.3%
A8160 585588 Disability Insuran	0	59	59	60.03	.00	-.63	101.1%*
A8160 586088 Health Insurance F	9,585	380	9,965	10,522.50	.00	-557.04	105.6%*
A8160 588988 EAP Fringe	115	-100	15	14.03	.00	.71	95.2%
TOTAL Refuse & Garbage	251,981	11,618	263,598	107,741.19	3,375.00	152,482.21	42.2%
TOTAL General Fund	251,981	11,618	263,598	107,741.19	3,375.00	152,482.21	42.2%
TOTAL REVENUES	-30,000	-15,000	-45,000	-17,952.00	.00	-27,048.00	
TOTAL EXPENSES	281,981	26,618	308,598	125,693.19	3,375.00	179,530.21	





# TIOGA COUNTY, NEW YORK

## Tioga County YEAR-TO-DATE BUDGET REPORT

FOR 2024 12							
	ORIGINAL APPROP	TRANFRS/ ADJSTMTS	REVISED BUDGET	YTD ACTUAL	ENCUMBRANCES	AVAILABLE BUDGET	PCT USE/COL

GRAND TOTAL	251,981	11,618	263,598	107,741.19	3,375.00	152,482.21	42.2%
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\*\* END OF REPORT - Generated by Pratt, Ellen \*\*

# Cornell Cooperative Extension Tioga County

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## November 2024 – CCE Tioga Highlights Prepared for the Tioga County Legislature Update

**Organizational Updates:** CCE Tioga has been awarded \$20,000 from the Tioga Downs Foundation to support agriculture processing improvements at Hilltop Community Farm.

### Campus Connection:

- **CCE Annual Ag In-Service**— gathering of CCE educators from across the state for professional development and informational sessions (Kelly Jackson, Kristi Snyder attending)
- **Cornell Climate Steward Program** Ag Educators Kelly Jackson, Jean Koski completed program training
- **CCE Annual Reporting** – gathering information about successes from the previous reporting year to prepare for programming in 2025 and report to NIFA/USDA for continued Smith Lever Funding

### Agriculture Outreach Programs

**CCE Tioga Hosted Tioga County's first annual Pumpkin Smash event!!** This was a collaboration with EDP Sustainability, Experience Tioga, and Tioga Farm Bureau with 50 attendees. CCE Tioga, Sustainability, Tioga Co. Soil & Water Conservation District, the Waterman Conservation Center, and Tioga Co. Farm Bureau all tabled at the event to bring ag and sustainability education to the public. Pumpkins smashed by the public were either used as compost demonstration at CCE Tioga (painted pumpkins) or donated to a local farm to be fed to livestock. *We look forward to collaborating on this event again next year!*

- **Attending Local Ag Meetings:** Tioga County Farm Bureau, Agricultural Resource Group
- **Central NY Regional Navigators Cohort** – participated in quarterly call, continuing work with American Farmland Trust to link up farmland owners with farmland seekers
- **School Connections:** Met with BOCES/Farm to School Program to discuss current status in Tioga County and plan for further cooperation between CCE Tioga and Farm to School. End goal to increase the amount of local foods consumed at Tioga Co. schools AND provide farmers with a consumer for their products. Additional planning with a local farmer to begin working on a Food Safety Plan and work with Newark Valley School District to apply for grants to support this initiative.
- **Weekly Ag Newsletter** – sent out weekly to 200+ farmers in Tioga County by Ag Educator Kelly Jackson
- Weekly interactions with farmers via email, phone or Farm visits as requested, outreach at TC Fair.

### Horticulture Outreach, Collaboration & Research

- **Master Preservers:** Jean & Donna continuing pilot series Introduction to Home Preservation (hot water bath canning using jams and jellies) – last session Dec. 17th (6-8p)
- **Community Education:** Educator Jean Koski presentation to the Appalachian garden club, “Developing a Medicinal/Edible Landscape Garden Design Suitable for the Northeast”
- **Grow Line Hot Topics:** Jean Koski Q&A end of garden questions, canning deer meat and other food preservation; “How-to” for seasonal horticulture topics & tasks from Facebook posts
- **Tioga County Gardening Facebook Page** <https://www.facebook.com/groups/tiogacountygardeners>

### Master Gardeners

Wreath Making Workshop with Master Gardeners Nov. 30<sup>th</sup> (\$25/pp at Youth Bldg – Pre-registration)  
MGV preparing demonstration Gardens for winter season and landscape design plans ongoing.

**Incubator Beginner Farmer Program at Hilltop Community Farm:**

- Harvested and delivered produce donations to Candor food pantry and Tioga County Rural Ministry
- Assisting Incubator Farmers with Cornell Small Farms course selection and scholarships
- Recruiting new incubator farmers for the 2025 season.

**4-H Youth Development**

- 4-H Awards Ceremony was held Nov. 9<sup>th</sup> recognizing Youth and their accomplishments
- 4-H Enrollment (rolling) for the 2024-2025 year ongoing - sign up assistance evenings at 4-H Youth Building Nov & Dec. and by appointment at the Neighborhood Depot in Owego.
- 4-H Educator training on recruitment of volunteer judges for 4-H events

**Family Resource Center (FRC/Family Development Programs)**

FRC Staff attended Nurturing Responsive Care for Infants & Toddlers and Logic Model Presentation for Family Resource and Opportunity Centers

Playgroup Location	# of Playgroups	# of Families	# of kids	Total # of Attendees (unduplicated)	Total # Duplicated
Spencer Library *	3	11	17	22	35
Waverly Playgroup *	3	2	5	6	15
Nichols Library	3	5	8	13	16
Spencer Inspire	3	20	31	55	103
Berkshire	3	3	14	7	23
Candor	3	13	20	33	88
<b>TOTAL</b>	<b>18</b>	<b>54</b>	<b>65</b>	<b>136</b>	<b>280</b>

**Agencies partnered with:** Church of the Nazarene, Tioga County libraries, Inspire, Speech therapist in Waverly, Spencer School District, Boys & Girls Club, Nichols Town First Baptist Church in Waverly, Spencer and Owego School Dist., WAVR, Owego Pennysaver, CASA Trinity, Tioga County Health Dept.

**FRC Success Stories:** 6 participants (3 teens + parents/caregivers) received Parenting Class completion certificates; Staff arranged a tour of Spencer Highway Dept. from the activity suggestion box at Inspire; Tioga Co. Health Dept. visit in Candor shared healthy meal ideas for Families in Candor

**Smart Energy Choices:** S Tier Regional Energy Hub hosted the Winter Assistance Fair in Broome County. 14 local and statewide agencies, including NYSEERDA, tabled providing information and assistance to southern Tier residents to access programs to help them make their homes more energy efficient and lower their utility bills. Conducted outreach at the Candor mobile food pantry.

**WIOA Youth Employment Program/Workforce:** (30) enrolled participants in PY24

**Youth In Programs:** GED Preparation (18); Driver’s License (4), College-yr 1 youth support, Training: Phlebotomy, Cosmetology, Google IT Job Corp: Automotive (1), Electrical (1), CAN (1), Culinary Arts(1); (5) Youth toured Oneonta Job Corp centers. We are assisting them to apply to CNA, Electrical, Security and Automotive training programs.

**Collaboration with Spencer Van Etten School District:** Taught Interview skills and cover letter writing and participated in Mock interviews; kicking off in-school apprenticeship program for youth at risk of dropping out – youth to start in December

**Success Stories:** 1 youth obtained his GED, 2 obtained Employment (McDonalds, OPWDD)

Respectfully Submitted,  
 Kristi K. Snyder, Ph.D.  
 Executive Director



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## Tioga County Tourism November 2024

### **DRI Wayfinding Sign Project**

A final plan is being reviewed by IDS Sign Systems and local partners. Next steps will be to conduct an on site review to determine exact installation locations with the Village and DOT.

### **Tioga Antique Trail Campaign**

TCT created on-site promotions for distribution to antique shops around the county. Lori has delivered these. A digital campaign is being created to further promote this trail. A highway sign application has been created and will be submitted to DOT to promote this program to travelers.

### **Content Project Progress**

Video shoots have begun for outdoor content. River and mountain biking content shoots are scheduled.

### **Travel Guide**

TCT contracted with Crafting a Brand to create the Travel Guide. A photo shoot is scheduled and design is in progress. Layout and branding options will be delivered in the next two weeks.

### **Paddle the 607**

Contractors were on site in Tioga County for a video and photo shoot to collect content for the website and marketing programs. Paddling and camping content were the focus. TCT is assisting with a grant for a signage program to further promote the trail on launch sites.

**EDP Grant Tracking Spreadsheet - Tioga County  
Dec-24**

	Applicant	Grant Source	Purpose	Status	Requested	Resource	Technical Assistance
1	Tioga County	CDBG Public Facilities – Racker Neighborhood Depot	New construction of Neighborhood Depot Non Profit Hub	Closeout in process	\$ 3,000,000.00	NA	NA
2	Tioga County	ESD Restore NY Round VI – River House Confectionery and Mercantile	Rehabilitation of 178-180 Front Street, Owego	Awarded - in process	\$ 1,800,000.00	NA	NA
3	Tioga County	ESD Restore NY Round VII – Tioga Trails	Rehabilitation of 48-50 Lake Street, Owego	Awarded - in process	\$ 1,000,000.00	NA	NA
4	Tioga County	NYS Snowmobile	Snowmobile grant program for 5 clubs in Tioga County	Awarded - in process	TBD	NA	NA
5	Tioga County	NYPA – EV charging stations	To establish 2 - Fast Charging EV Hubs in Tioga County	Awarded - in process	\$ 2,000,000.00	NA	NA
6	Tioga County	Municipal Waste Reduction and Recycling & Household Hazardous Waste Programs	Allows for Tioga County to maintain a Sustainability Manager to expand and implement waste reduction strategies within the County. Allows the County to have a safe and economic method for the proper disposal of household hazardous waste.	Awarded - in process	\$ 56,774.88	NA	NA
7	Tioga County	ESD Restore NY Round VIII, Tioga County	Rehabilitation of 81 North Ave in the Village of Owego	Awarded - in process	\$ 165,000.00	NA	NA
8	Tioga County	CDBG Microenterprise program	Provide funding for small businesses with five or less employees.	Awarded - in process	\$ 212,500.00	NA	NA
9	Tioga County	NY SWIMS	Funding to support V. Owego public pool.	Awarded	\$ 24,938.00	NA	NA
10	Tioga County	NYSERDA Fleet Inventory	Electric landscaping equipment and LED light fixtures.	Awarded - in process	\$ 15,000.00	NA	NA
11	Tioga County	CDBG Public Facilities – Catholic Charities	Mobile food truck to establish life skills café, community kitchen, and food rescue programs.	Awarded - in process	\$ 243,533.00	NA	NA
11	Tioga County	EPA Brownfield Assessment Grant	Assessment grant to provide funding for brownfield inventories, planning, environmental assessments and community outreach	Application submitted	\$ 500,000.00	NA	NA

**EDP Grant Tracking Spreadsheet - Outside Agencies  
Dec-24**

	Applicant	Grant Source	Purpose	Status	Requested	Resource	Technical Assistance
1	Village of Newark Valley	ESD Restore NY Round VIII	Rehabilitation of 10 and 14-16 Whig Street, NV	Awarded - in process	\$ 732,420.00		X
2	OACSD	Congressionally Directed Spending	Build out of former maintenance building for BT BOCES / Owego Apalachin CTE programs	Application submitted	\$ 1,000,000.00	X	
3	OACSD	ARC Infrastructure Investment & Jobs Act (IIJA)/Area Development	Build out of former maintenance building for BT BOCES / Owego Apalachin CTE programs	Application submitted	\$ 1,000,000.00		X
4	Town of Berkshire	ARC READY Local Government Program	Master park plan for George W. Smith park	Potential application	TBD	X	
5	Town of Berkshire	USDA Community Facilities	Equipment Purchases (mower, tractor, excavator)	Application submitted	\$ 311,210.00	X	
6	Tioga Hardwoods	ESD Small Manufacturers Modernization Grant	Equipment purchases/upgrades	Application submitted	\$ 112,240.00	X	
7	Tioga County IDA	USDA RBDG	Lounsberry Engineering Plan	Awarded - in process	\$ 90,000.00		X
8	Tioga County IDA	USDA RBDG	Equipment Lease Program	Awarded - in process	\$ 99,000.00		X
9	Village of Newark Valley	ESD Planning and Feasibility Studies Program	Downtown strategic plan	Application submitted	\$ 22,500.00		X
10	TCPDC	NY Main Street	62-64 North Avenue, Owego rehabilitation	Awarded - in process	\$ 438,316.00		X

REFERRED TO:

ED&P COMMITTEE

RESOLUTION NO. -24

RE-APPOINT MEMBER TO THE  
TIOGA COUNTY PLANNING BOARD

WHEREAS: Pam Moore's position on the Tioga County Planning Board representing the Town of Nichols expires on 12/31/2024; and

WHEREAS: The Nichols Town Board has nominated Pam Moore to serve another three-year term as their representative, and she is willing and able to do so; therefore be it

RESOLVED: That the Tioga County Legislature hereby re-appoint Pam Moore to the Tioga County Planning Board for another three-year term of 1/1/25 – 12/31/27.



REFERRED TO:

ED&P COMMITTEE

RESOLUTION NO. -24

RE-APPOINT MEMBER TO THE  
TIOGA COUNTY PLANNING BOARD

WHEREAS: John Current's position on the Tioga County Planning Board representing the Town of Owego expires on 12/31/2024; and

WHEREAS: The Owego Town Board has nominated John Current to serve another three-year term as their representative, and he is willing and able to do so; therefore be it

RESOLVED: That the Tioga County Legislature hereby re-appoint John Current to the Tioga County Planning Board for another three-year term of 1/1/25 – 12/31/27.

REFERRED TO:

ED&P COMMITTEE

RESOLUTION NO. -24

RESOLUTION TO RENEW CONSULTANT CONTRACT  
FOR HAZARD MITIGATION PLAN COORDINATOR  
FOR 2025

WHEREAS: Per Resolution No. 193-12 and Resolution No. 218-13, the Tioga County Legislature contracted with the Tioga County Soil & Water Conservation District to perform the Hazard Mitigation Plan Coordinator services based on a mutually agreeable work plan with specific tasks, requiring annual renewal as necessary; and

WHEREAS: The Tioga County Planning Department continues to lack existing capacity to solely perform these FEMA-required services; and

WHEREAS: Upon County Legislature approval of the 2025 county budget, the Tioga County Planning Department anticipates having sufficient funds in the 2025 budget to cover these expenses in an amount not to exceed \$20,000 from Planning Appropriation account A8020 540140; therefore be it

RESOLVED: That the Tioga County Legislature does hereby authorize the renewal of said contract with Tioga County Soil & Water Conservation District, to perform Hazard Mitigation Coordinator services from January 1 - December 31, 2025, not to exceed \$20,000 from Planning Appropriation account A8020 540140, and authorizes the Tioga County Legislative Chair to sign all related contract paperwork, contingent upon review and approval of the County Attorney.

REFERRED TO:

ED&P COMMITTEE

RESOLUTION NO. -24

REAPPOINT LESLEY PELOTTE TO THE  
TIOGA COUNTY PROPERTY DEVELOPMENT  
CORPORATION BOARD

WHEREAS: Lesley Pelotte's position as a Board Member to the Tioga County Property Development Corporation (TCPDC) expires on 12/31/24; and

WHEREAS: Lesley Pelotte is willing and able to continue to serve another two-year term in this position; therefore be it

RESOLVED: That the Tioga County Legislature hereby reappoints Lesley Pelotte to the Tioga County Property Development Corporation Board as a Board Member for another two-year term of 1/1/25 – 12/31/26.



REFERRED TO: ED&P COMMITTEE  
PERSONNEL COMMITTEE

RESOLUTION NO. -24 2025 STAFF CHANGES  
ECONOMIC DEVELOPMENT & PLANNING

WHEREAS: The Economic Development & Planning Department requested staffing changes as part of the 2025 Budget process; and

WHEREAS: This request was approved by the County Legislature; therefore be it

RESOLVED: That the following staffing changes be effective January 1, 2025:

<u>Name</u>	<u>Current Title/ Salary</u>	<u>New Title/ Salary</u>	<u>Budget Impact</u>
Vacant	Office Specialist II PT (\$15.59/hr)		Unfunded
NEW		County Planning Director Trainee	+\$68,500
Abolish	Education Workforce Coordinator		-\$54,712

And be it further

RESOLVED: That the Economic Development & Planning Department's headcount is unchanged and includes 9 FT and 1 PT positions.

REFERRED TO:

ED&P COMMITTEE

RESOLUTION NO. -24

AUTHORIZING LEGISLATIVE CHAIR SIGNATURE  
ON CONTRACT FOR PROFESSIONAL SERVICES  
WITH DELUGE MEDIA FOR  
PROMOTIONAL CONTENT

WHEREAS: Tioga County Economic Development & Planning and Tioga County Sustainability would like to execute a contract with Deluge Media for professional services for public relations/social media content; and

WHEREAS: These professional services will be produced monthly from January 1, 2025 through December 31, 2025, for the total cost of \$11,208.64; and

WHEREAS: The invoice will be assigned as follows:

Tioga County Economic Development: \$2,968.18

Tioga County Planning: \$1,679.55

Tioga County Sustainability: \$6,560.91;

Therefore be it

RESOLVED: That the Tioga County Legislature authorizes and directs the Legislative Chair or their designee to enter into this agreement with Deluge Media as approved by the County Attorney.

REFERRED TO:

ED&P COMMITTEE

RESOLUTION NO. -24

RE-APPOINT JOSHUA WHITMORE TO THE  
TIOGA COUNTY PROPERTY DEVELOPMENT  
CORPORATION BOARD

WHEREAS: Joshua Whitmore's position as a Board Member to the Tioga County Property Development Corporation (TCPDC) expires on 12/31/24; and

WHEREAS: Joshua Whitmore is willing and able to continue to serve another three-year term in this position; therefore be it

RESOLVED: That the Tioga County Legislature hereby re-appoints Joshua Whitmore to the Tioga County Property Development Corporation Board as a Board Member for another three-year term of 1/1/25 – 12/31/27.



REFERRED TO:

ED&P COMMITTEE

RESOLUTION NO. -24

AUTHORIZE CONTRACT WITH MRB GROUP  
FOR SOLAR BEST PRACTICES AND POLICIES  
UPDATE – ECONOMIC DEVELOPMENT &  
PLANNING

WHEREAS: After a formal consultant RFP process and Tioga County Committee ranking, the Tioga County adopted Legislative Resolution No.19-22 authorizing Tioga County ED&P to contract with the consulting firm MRB Group to create a Municipal Best Practices and Policies Report that was completed and distributed to our municipalities in 2022; and

WHEREAS: While this Report has been very useful, municipalities and the County continue to experience on-going difficulties and challenges with solar projects such as a new state mandated calculation for assessment values which have resulted in reduced values of solar improvements, solar development companies grieving real property and fire taxes, creating acceptable PILOT agreements, creating solar local laws, and solar developers using immature landscaping as buffers, among others; and

WHEREAS: Tioga County EDP would like to contract with MRB Group as a sole source consulting firm providing professional services to develop this update to the 2022 Report addressing these current issues; and

WHEREAS: MRB Group has provided a proposal for this specific work at a cost of \$17,000; and

WHEREAS: There are sufficient funds in Solid Waste Account A8160.542140 to cover this cost; therefore be it

RESOLVED: That the Tioga County Legislature hereby authorizes said sole source professional services contract with MRB Group for said project in an amount not to exceed \$17,000 to be paid out of said Solid Waste Account; and be it further

RESOLVED: That the County Legislature authorizes the Legislature Chair to sign said contract paperwork contingent upon review and approval by the County Attorney.

REFERRED TO: ED&P COMMITTEE  
FINANCE COMMITTEE

RESOLUTION NO. -24 ADMINISTRATIVE SERVICES AGREEMENT BETWEEN  
THE COUNTY OF TIOGA & THE TIOGA COUNTY  
INDUSTRIAL DEVELOPMENT AGENCY FOR JANUARY  
1, 2025 THROUGH DECEMBER 31, 2025

WHEREAS: The County of Tioga is entering into an Administrative Services Agreement with the Tioga County Industrial Development Agency (TCIDA) for the period of January 1, 2025, through December 31, 2025; and

WHEREAS: Said Administrative Services Agreement calls for the County of Tioga to provide the TCIDA with administrative services, IT technical assistance, office space and equipment via the Tioga County Economic Development and Planning (TCEDP) office; and

WHEREAS: The Administrative Services Agreement also calls for the TCIDA to contribute toward the cost of administration, office space and equipment for use by TCEDP staff to perform duties on behalf of the TCIDA; and

WHEREAS: The TCIDA will contribute toward the administrative services as stated in the agreement in the amount of \$5,000.00 to be paid quarterly for the term of January 1, 2025, through December 31, 2025; and

WHEREAS: The revenue line A6422 419890 – Contribution to Economic Development has previously been established and \$20,000 in anticipated revenue for this service is appropriated for 2025; therefore be it

RESOLVED: That upon the approval of the County Attorney, the Tioga County Legislature hereby authorizes and approves entering into the Administrative Services Agreement with the TCIDA and to accept the \$20,000.00 annually from the TCIDA for the Administrative Services performed via the TCEDP office for the period of January 1, 2025 through December 31, 2025.