

PLANNING COMMITTEE MEETING MINUTES

In accordance with Executive Order 202.1 issued by Governor Cuomo, dated March 12, 2020 and entitled, CONTINUING TEMPORARY SUSPENSION AND MODIFICATION OF LAWS RELATING TO THE DISASTER EMERGENCY (COVID 19) permits any public body to meet and take such actions authorized by law without permitting in public in-person access to meetings and authorizing such meetings to be held remotely by conference call or similar service, provided that the public has the ability to view or listen to such proceeding...

Committee meetings are now open to the general public.
We ask that you continue to practice safe social distancing requirements.

Thank you!

*The public may continue to observe meetings via **BOS YouTube Channel** (<https://www.youtube.com/channel/UCcfZs0H1gcOlb67vIR8g-Ow>)

Date: Wednesday, December 29, 2021 @ 1:00 PM

Location: **Supervisors' Committee Room, 2nd floor of the government center & Zoom Conference Call.**

Planning Committee Members Present: **Leuer (Zoom), Davis,** Kehl, Berwanger (1:04 PM), Granger, Roberts, Brunner (1:01 PM - Zoom), Klein

Absent:

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; M. Roche, T/Eagle

Department Agenda Item	Discussion	Decision	Action
Committee Vice Chair Davis, T/Covington called the meeting to order. Committee Chair Leuer, T/Middlebury entered the meeting via Zoom and immediately assumed the duties of the chair.			
Committee Chair's Agenda			
		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
1:00 PM – Planning & Development Department w/J. Bragg			
<i>At 1:01 PM Supervisor Brunner joined the meeting via Zoom during the below agenda item.</i>			
1. Appointments/Reappointments: Wyoming County Planning Board <u>Voting Members</u> <i>Three (3) year term effective January 1, 2022 through December 31, 2024:</i> • John Karasiewicz , 6930 Newcomb Rd, PO Box 117, Pike, NY 14130		Motion: Roberts Ayes: 7 Noes: Absent: 1 Berwanger	Carried: XXX Defeated: Referred to: *RESOLUTION
2. Senior Planner report: • Introduction: o GIS Graduate Fellow Joanna Craigmile		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
3. <u>Monthly Update:</u>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

Committee Chair Initials: _____

PLANNING COMMITTEE MEETING MINUTES

In accordance with Executive Order 202.1 issued by Governor Cuomo, dated March 12, 2020 and entitled, CONTINUING TEMPORARY SUSPENSION AND MODIFICATION OF LAWS RELATING TO THE DISASTER EMERGENCY (COVID 19) permits any public body to meet and take such actions authorized by law without permitting in public in-person access to meetings and authorizing such meetings to be held remotely by conference call or similar service, provided that the public has the ability to view or listen to such proceeding...

**Committee meetings are now open to the general public.
We ask that you continue to practice safe social distancing requirements.**

Thank you!

*The public may continue to observe meetings via **BOS YouTube Channel** (<https://www.youtube.com/channel/UCcfZs0H1gcOlb67vIR8g-Ow>)

Date: Wednesday, December 29, 2021 @ 1:00 PM

Location: **Supervisors' Committee Room, 2nd floor of the government center & Zoom Conference Call.**

Planning Committee Members Present: **Leuer (Zoom), Davis**, Kehl, Berwanger (1:04 PM), Granger, Roberts, Brunner (1:01 PM - Zoom), Klein

Absent:

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; M. Roche, T/Eagle

Department Agenda Item	Discussion	Decision	Action
4. Misc.			
<ul style="list-style-type: none"> • Supervisor Davis, T/Covington questioned the possibility of installing more Electric Vehicle Charging Stations around the county. • Committee Chair Leuer, T/Middlebury suggested consideration of adding alternative fuels to the county fleet <ul style="list-style-type: none"> ○ Supervisor Davis, T/Covington suggested someone do an evaluation on the savings first. • Supervisor Berwanger, T/Arcade offered that someone has introduced state legislation outlawing wood heat. 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
1:15 PM Space Allocation w/M. Adamczak			
1. Discuss:			
<ul style="list-style-type: none"> • Ag. Center Ownership <ul style="list-style-type: none"> ○ Closing pending ○ Roof leaks persist ○ Buildings and Grounds to be called for building maintenance issues. No longer needs to be Don Roberts. ○ Building Security first priority once ownership is transferred to Wyoming County. ○ Re-establish a Receptionist ○ Funding will be needed to address maintenance issues. ○ Supervisor Berwanger, T/Arcade suggested the roof on the barn also be a priority. ○ \$20K to \$25K estimate for access controls ○ Long list of items to address <ul style="list-style-type: none"> ▪ Move some thermostats and balance the system ○ Supervisor Klein, T/Castile opted for replacing the entry doors with a better quality door. Director of Buildings & Grounds, M. Adamczak concurred. ○ Committee Chair Leuer, T/Middlebury wanted to establish a 5 year plan for the Ag. Center and offered that the Fire Training Center and Public Health facilities were more critical areas of need. ○ M. Adamczak said that the county has 4 major buildings and budgeted amounts are spread way too thin. 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

Committee Chair Initials: _____

PLANNING COMMITTEE MEETING MINUTES

In accordance with Executive Order 202.1 issued by Governor Cuomo, dated March 12, 2020 and entitled, CONTINUING TEMPORARY SUSPENSION AND MODIFICATION OF LAWS RELATING TO THE DISASTER EMERGENCY (COVID 19) permits any public body to meet and take such actions authorized by law without permitting in public in-person access to meetings and authorizing such meetings to be held remotely by conference call or similar service, provided that the public has the ability to view or listen to such proceeding...

Committee meetings are now open to the general public.
We ask that you continue to practice safe social distancing requirements.

Thank you!

*The public may continue to observe meetings via **BOS YouTube Channel** (<https://www.youtube.com/channel/UCcfZs0H1gcOlb67vIR8g-Ow>)

Date: Wednesday, December 29, 2021 @ 1:00 PM

Location: **Supervisors' Committee Room, 2nd floor of the government center & Zoom Conference Call.**

Planning Committee Members Present: **Leuer (Zoom), Davis,** Kehl, Berwanger (1:04 PM), Granger, Roberts, Brunner (1:01 PM - Zoom), Klein

Absent:

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; M. Roche, T/Eagle

Department Agenda Item	Discussion	Decision	Action
<ul style="list-style-type: none"> ○ Supervisor Brunner, T/Java instructed that a list of defects needs to be put together that can be reviewed with the property's current owner prior to closing. Chairwoman Ryan asked for a list of these things so they can be shared with the county attorney's office. Mostly roof related items. ○ M. Adamczak asked that he be able to meet with the tenants in order to reroute maintenance issues to Buildings and Grounds. Suggested utilization of Que Ware software. ○ M. Adamczak expressed a need for having access to the building's utilization calendar so that he knows what activities are occurring and by whom. ● Tour findings of county facilities <ul style="list-style-type: none"> ○ 11/18/21 <ul style="list-style-type: none"> ▪ <u>Government Center</u> <ul style="list-style-type: none"> ● Real Property Tax Services ● Information Technology <ul style="list-style-type: none"> ○ Move out of the basement ● Buildings & Grounds <ul style="list-style-type: none"> ○ Move out of the basement ● Probation <ul style="list-style-type: none"> ○ Great space ● Wyoming County Clerk ● Budget Office ● Wyoming County Treasurer <ul style="list-style-type: none"> ○ Request for her office to be reconfigured ● Board of Supervisors ▪ <u>Wyoming County Historian</u> <ul style="list-style-type: none"> ● 1,800 sq. ft. ● Poorly insulated 			

Committee Chair Initials: _____

PLANNING COMMITTEE MEETING MINUTES

In accordance with Executive Order 202.1 issued by Governor Cuomo, dated March 12, 2020 and entitled, CONTINUING TEMPORARY SUSPENSION AND MODIFICATION OF LAWS RELATING TO THE DISASTER EMERGENCY (COVID 19) permits any public body to meet and take such actions authorized by law without permitting in public in-person access to meetings and authorizing such meetings to be held remotely by conference call or similar service, provided that the public has the ability to view or listen to such proceeding...

Committee meetings are now open to the general public.
We ask that you continue to practice safe social distancing requirements.

Thank you!

*The public may continue to observe meetings via **BOS YouTube Channel** (<https://www.youtube.com/channel/UCcfZs0H1gcOlb67v1R8g-Ow>)

Date: Wednesday, December 29, 2021 @ 1:00 PM

Location: **Supervisors' Committee Room, 2nd floor of the government center & Zoom Conference Call.**

Planning Committee Members Present: **Leuer (Zoom), Davis,** Kehl, Berwanger (1:04 PM), Granger, Roberts, Brunner (1:01 PM - Zoom), Klein

Absent:

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; M. Roche, T/Eagle

Department Agenda Item	Discussion	Decision	Action
<ul style="list-style-type: none"> • Roof in decent shape • Porches are always a concern. Redirect patrons to the back entrance during the winter months to cut down on the need for salting the steps which greatly contributes to the deterioration of the steps. • They could use a good filing system. ▪ <u>Thomson Hall</u> <ul style="list-style-type: none"> • Human Resource Department <ul style="list-style-type: none"> ○ Move Payroll to Thomson Hall lower level ○ <u>Thomson Hall door upgrade estimate</u> <ul style="list-style-type: none"> ▪ Budget Officer Cook told Director Adamczak that he has money in his budget now. Director Adamczak tried to explain that if he uses the money he has in his 2022 budget for Thomson Hall it will be taking budgeted funds away from the projects it was intended for as his department has never budgeted for maintenance issues in Thomson Hall. ▪ Director Adamczak recommended the better doors. Committee Chair Leuer, T/Middlebury concurred. • County Insurance ▪ <u>Mental Health</u> <ul style="list-style-type: none"> • 10 Employees occupying the space. • 2,000 sq. ft. • Long list of issues to address given to the Landlord. ▪ <u>Social Services</u> 			
<ul style="list-style-type: none"> ○ 11/19/21 <ul style="list-style-type: none"> ▪ <u>Ag & Business Center</u> 			

Committee Chair Initials: _____

PLANNING COMMITTEE MEETING MINUTES

In accordance with Executive Order 202.1 issued by Governor Cuomo, dated March 12, 2020 and entitled, CONTINUING TEMPORARY SUSPENSION AND MODIFICATION OF LAWS RELATING TO THE DISASTER EMERGENCY (COVID 19) permits any public body to meet and take such actions authorized by law without permitting in public in-person access to meetings and authorizing such meetings to be held remotely by conference call or similar service, provided that the public has the ability to view or listen to such proceeding...

Committee meetings are now open to the general public.
We ask that you continue to practice safe social distancing requirements.

Thank you!

*The public may continue to observe meetings via **BOS YouTube Channel** (<https://www.youtube.com/channel/UCcfZs0H1gcOlb67vIR8g-Ow>)

Date: Wednesday, December 29, 2021 @ 1:00 PM

Location: **Supervisors' Committee Room, 2nd floor of the government center & Zoom Conference Call.**

Planning Committee Members Present: **Leuer (Zoom), Davis,** Kehl, Berwanger (1:04 PM), Granger, Roberts, Brunner (1:01 PM - Zoom), Klein

Absent:

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; M. Roche, T/Eagle

Department Agenda Item	Discussion	Decision	Action
<ul style="list-style-type: none"> • Barn <ul style="list-style-type: none"> ○ Currently a catch all space for tenants of the Ag. Center. That needs to be “hashed” out. ○ Limited parking • Basement / Learning Center Rooms <ul style="list-style-type: none"> ○ A lot of wasted space in this area ○ Working on sound proofing • Cornell Cooperative Extension of Wyoming County <ul style="list-style-type: none"> ○ 3,000 sq. ft. will be available very soon. Working on partitioning off. • Wyoming County Chamber of Commerce & Tourism • Wyoming County Soil & Water Conservation District • Farm Service Agency (FSA) • Quality Milk Production Services (QMPS) • Natural Resource Conservation Services (NRCS) • Planning Department • Fire & Building Code Enforcement • Zoning Dept. • Industrial Development Agency (IDA) & Wyoming County Business Center • Business Education Council (BEC) ▪ Public Health – asking for a building funded through ARPA Funds 10,000 sq. ft. <ul style="list-style-type: none"> • Health Department <ul style="list-style-type: none"> ○ Adding 5 more employees ○ Ask PH Admin. Paolucci to have a conversation with the Public Health Committee over the Health Department’s space needs 			

Committee Chair Initials: _____

PLANNING COMMITTEE MEETING MINUTES

In accordance with Executive Order 202.1 issued by Governor Cuomo, dated March 12, 2020 and entitled, CONTINUING TEMPORARY SUSPENSION AND MODIFICATION OF LAWS RELATING TO THE DISASTER EMERGENCY (COVID 19) permits any public body to meet and take such actions authorized by law without permitting in public in-person access to meetings and authorizing such meetings to be held remotely by conference call or similar service, provided that the public has the ability to view or listen to such proceeding...

Committee meetings are now open to the general public.
We ask that you continue to practice safe social distancing requirements.

Thank you!

*The public may continue to observe meetings via **BOS YouTube Channel** (<https://www.youtube.com/channel/UCcfZs0H1gcOlb67v1R8g-Ow>)

Date: Wednesday, December 29, 2021 @ 1:00 PM

Location: **Supervisors' Committee Room, 2nd floor of the government center & Zoom Conference Call.**

Planning Committee Members Present: **Leuer (Zoom), Davis,** Kehl, Berwanger (1:04 PM), Granger, Roberts, Brunner (1:01 PM - Zoom), Klein

Absent:

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; M. Roche, T/Eagle

Department Agenda Item	Discussion	Decision	Action
<ul style="list-style-type: none"> ▪ Clinic space • Weights & Measures • Wyo. Co. Water Resource Agency (WCWRA) • Veteran Services <ul style="list-style-type: none"> ○ Occupy 2,300 sq ft. ○ Proposing addition of a “calming” garden with Dwyer funding. They were asked to hold off. ○ Is there potential to move this department to the Ag. Center? ○ Committee Chair Leuer, T/Middlebury suggested getting the Veteran Services Director, PH Admin., and Director of Buildings and Grounds together to discuss. ▪ Records Retention ▪ <u>Fire Training Center</u> <ul style="list-style-type: none"> • <u>Cold Storage Door additions estimate</u> 			
1:30 PM Countywide Zoning Program w/D. Roberts			
1. <u>Monthly Report – Nov. 2021</u>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2. <u>November 2021 Income & Expense Report</u>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

Committee Chair Initials: _____

PLANNING COMMITTEE MEETING MINUTES

In accordance with Executive Order 202.1 issued by Governor Cuomo, dated March 12, 2020 and entitled, CONTINUING TEMPORARY SUSPENSION AND MODIFICATION OF LAWS RELATING TO THE DISASTER EMERGENCY (COVID 19) permits any public body to meet and take such actions authorized by law without permitting in public in-person access to meetings and authorizing such meetings to be held remotely by conference call or similar service, provided that the public has the ability to view or listen to such proceeding...

**Committee meetings are now open to the general public.
We ask that you continue to practice safe social distancing requirements.**

Thank you!

*The public may continue to observe meetings via **BOS YouTube Channel** (<https://www.youtube.com/channel/UCcfZs0H1gcOlb67v1R8g-Ow>)

Date: Wednesday, December 29, 2021 @ 1:00 PM

Location: **Supervisors' Committee Room, 2nd floor of the government center & Zoom Conference Call.**

Planning Committee Members Present: **Leuer (Zoom), Davis,** Kehl, Berwanger (1:04 PM), Granger, Roberts, Brunner (1:01 PM - Zoom), Klein

Absent:

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; M. Roche, T/Eagle

Department Agenda Item	Discussion	Decision	Action
Ag and Business Center			
	~ Nothing to Report ~	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
Ag Center Space & Building Report			
	~ Nothing to Report ~	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
1:45 PM Wyo. Co. Water Resource Agency w/S. Perkins			
1. Professional Service Contract \$5,001 or greater: Authorize Chairman to sign a contract, pursuant to General Municipal Law §104(b), with Clark Patterson Lee (CPL) Engineering, 205 St. Paul Street, Suite 500, Rochester, NY 14604, for Preliminary Plan Design Development and Permitting of the Silver Lake Dredging Project Phase 3 in an amount not to exceed \$65,000.00; effective January 1, 2022 through December 31, 2022.		Motion: Berwanger Ayes: 8 Noes: Absent:	Carried: XXX Defeated: Referred to: *RESOLUTION
2. FYI~ Contract (\$3,000 and under) <ul style="list-style-type: none"> • Municipal Solutions, Inc., Jeffery R. Smith, Pres., 62 Main Street, Leroy, NY 14482 for financial consulting services for the funding of WCWRA projects in the amount of \$135 / hour, not to exceed \$3,000.00; effective January 1, 2022 through December 31, 2022. 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

Committee Chair Initials: _____

PLANNING COMMITTEE MEETING MINUTES

In accordance with Executive Order 202.1 issued by Governor Cuomo, dated March 12, 2020 and entitled, CONTINUING TEMPORARY SUSPENSION AND MODIFICATION OF LAWS RELATING TO THE DISASTER EMERGENCY (COVID 19) permits any public body to meet and take such actions authorized by law without permitting in public in-person access to meetings and authorizing such meetings to be held remotely by conference call or similar service, provided that the public has the ability to view or listen to such proceeding...

**Committee meetings are now open to the general public.
We ask that you continue to practice safe social distancing requirements.**

Thank you!

*The public may continue to observe meetings via **BOS YouTube Channel** (<https://www.youtube.com/channel/UCcfZs0H1gcOlb67vIR8g-Ow>)

Date: Wednesday, December 29, 2021 @ 1:00 PM

Location: **Supervisors' Committee Room, 2nd floor of the government center & Zoom Conference Call.**

Planning Committee Members Present: **Leuer (Zoom), Davis**, Kehl, Berwanger (1:04 PM), Granger, Roberts, Brunner (1:01 PM - Zoom), Klein

Absent:

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; M. Roche, T/Eagle

Department Agenda Item	Discussion	Decision	Action
3.Operational Update (As Needed): <ul style="list-style-type: none"> • 2021 Consolidated Funding Applications Update <ul style="list-style-type: none"> ○ Meter Replacement ○ Waterfront Revitalization • <u>Water & Sewer Infrastructure Request</u> • WCWRA Operational Updates • Water Operator Training <ul style="list-style-type: none"> ○ Change in regulations for changing out lead service connections. ○ Municipalities may be responsible for replacements ○ GIS will play a critical role. 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
Wyo. Co. Chamber of Commerce w/S. Gardner			
	~ Nothing to Report ~	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
Industrial Development Agency w/J. Pierce			
	~ Nothing to Report ~	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

Committee Chair Initials: _____

PLANNING COMMITTEE MEETING MINUTES

In accordance with Executive Order 202.1 issued by Governor Cuomo, dated March 12, 2020 and entitled, CONTINUING TEMPORARY SUSPENSION AND MODIFICATION OF LAWS RELATING TO THE DISASTER EMERGENCY (COVID 19) permits any public body to meet and take such actions authorized by law without permitting in public in-person access to meetings and authorizing such meetings to be held remotely by conference call or similar service, provided that the public has the ability to view or listen to such proceeding...

Committee meetings are now open to the general public.
We ask that you continue to practice safe social distancing requirements.

Thank you!

*The public may continue to observe meetings via **BOS YouTube Channel** (<https://www.youtube.com/channel/UCcfZs0H1gcOlb67v1R8g-Ow>)

Date: Wednesday, December 29, 2021 @ 1:00 PM

Location: **Supervisors' Committee Room, 2nd floor of the government center & Zoom Conference Call.**

Planning Committee Members Present: **Leuer (Zoom), Davis,** Kehl, Berwanger (1:04 PM), Granger, Roberts, Brunner (1:01 PM - Zoom), Klein

Absent:

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; M. Roche, T/Eagle

Department Agenda Item	Discussion	Decision	Action
Wyo. Co. Business Center (LDC)			
	~ Nothing to Report ~	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
Solid Waste w/			
	~ Nothing to Report ~	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
Arts Council w/J. Swaby			
	~ Nothing to Report ~	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
Business Education Council w/J. Duppengiesser			
	~ Nothing to Report ~	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

Signature of Committee Chairman: **p/D. Leuer** (minutes prepared by C. Ketchum _____).

Next Planning Committee Meeting scheduled for **Wednesday, January 26, 2022 @ 1:00 PM.**

Committee Chair Initials: _____