

# PLANNING COMMITTEE MEETING MINUTES

Date: Wednesday, June 26, 2019 @ 1:00 PM

Planning Committee Members Present: **Leuer (1:08 PM), Davis**, Granger, Brunner, Brick, King, Ryan

Absent: Hastings,

Also Present: Also Present: Ketchum/Board Clerk; J. Cook/Budget Officer; A. D. Berwanger/Board Chair; Co. Atty. Wujick

Department Agenda Item	Discussion	Decision	Action
<i>At 1:08 PM Supervisor Leuer, T/Middlebury entered the meeting during the below agenda item.</i>			
<b>1:00 PM Wyo. Co. Chamber of Commerce w/E. Szucs</b>			
<p>1. <b>General Updates:</b></p> <ul style="list-style-type: none"> <li>• <b><u>Travel Guide</u></b> – Incredibly popular                             <ul style="list-style-type: none"> <li>○ 100K copies; half way through</li> <li>○ New distribution outlets:                                     <ul style="list-style-type: none"> <li>▪ Visit Rochester (i.e. Rochester Airport)</li> <li>▪ Chautauqua County</li> <li>▪ 25 new travel/tourism shows for 2019</li> </ul> </li> </ul> </li> <li>• <b><i>Collaborative Efforts Being Done Within Tourism Regions (CBs / GNR / FLX)</i></b> <ul style="list-style-type: none"> <li>○ Hosted Journalists for a FAM Tour                                     <ul style="list-style-type: none"> <li>▪ North America Travel Journalists Association (NATJA) – travel writers / bloggers</li> <li>▪ In GLOW counties May 11-14 – spent May 12-13 in WyCo</li> <li>▪ Showcased – River Spring Lodge / Hidden Valley / East Hill Creamery / Letchworth</li> <li>▪ 2 from NYS, 2 from California &amp; 2 from Denmark</li> </ul> </li> <li>○ International Pow-Wow (IPW) - (June 1-5 in Anaheim, California)                                     <ul style="list-style-type: none"> <li>▪ Promoted CB/WyCo to travel buyers and media from more than 70 countries</li> <li>▪ Tourism colleagues from across New York State met with over 176 international travel agents to educate them about Greater Niagara and the Finger Lakes Region and to encourage them to send travelers to the area to enjoy all that we have to offer.</li> </ul> </li> <li>○ NYC Sales Exchange (7/16/19 in NYC)                                     <ul style="list-style-type: none"> <li>▪ Promoting CB/WyCo to key representatives from International Receptive Operators, DMCs/Incentive Tour Operators &amp; Domestic Motorcoach Tour Operators promoting and selling New York</li> </ul> </li> <li>○ ILNY Welcome Center Training – spoke to support staff                                     <ul style="list-style-type: none"> <li>▪ 5/13/19 (Grand Island) &amp; 5/16/19 (Canandaigua)</li> </ul> </li> </ul> </li> <li>• <b><u>Letchworth State Park Map</u></b> <ul style="list-style-type: none"> <li>○ Partnership with the Park &amp; LivCo Tourism</li> <li>○ 80,000 copies</li> <li>○ Handed out at gates in the park</li> </ul> </li> <li>• <b><u>Arcade / A&amp;A Downtown Map &amp; Guide</u></b> <ul style="list-style-type: none"> <li>○ Collaboration with Arcade &amp; Attica</li> <li>○ Encourage 30,000-plus visitors to the A&amp;A to remain in WyCo – visit shops/restaurants</li> </ul> </li> <li>• <b><u>Co-Op Ads with Perry CAF &amp; Warsaw Valley Fest</u></b> <ul style="list-style-type: none"> <li>○ Perry Chalk Art Festival – advertised in Buffalo Spree / doing Social Media ad</li> <li>○ Warsaw Valley Fest – doing social media ad</li> </ul> </li> <li>• <b><i>New Hotel – 67 room</i></b> <ul style="list-style-type: none"> <li>○ Group profile sheet</li> </ul> </li> </ul>		<p>Motion:</p> <p>Ayes:</p> <p>Noes:</p> <p>Absent:</p>	<p>Carried:</p> <p>Defeated:</p> <p>Referred to:</p>

Committee Chair Initials: \_\_\_\_\_

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<ul style="list-style-type: none"> <li>○ Designed this spring – for distribution to tour bus companies, etc.</li> <li>○ Already provided to several Canadian group tour companies in conjunction with A&amp;A materials</li> <li>○ Provided to ILNY Canadian Group Liaison – so she’s aware of (Paula Savage)</li> <li>○ Country Byways – discussed investing in regional group tour efforts (focus the last 2.5 years has been primarily FIT)</li> <li>○ Will be working with Tammy Murphy (VP &amp; Hotel Administrator) at Indus Hospitality Group</li> <li>● <b>Agripalooza at Si-Vue Farms</b> <ul style="list-style-type: none"> <li>○ 3,000 people – growth over last year</li> <li>○ Based people from Fire Hall</li> </ul> </li> </ul>			
<b>Committee Chair’s Agenda</b>			
<p>1. <b>Melinda M. Mack, Exec. Director of New York Association of Training &amp; Employment Professionals (NYATEP)</b> was a speaker during a recent WIB meeting in Batavia. Chairman Berwanger said she was terrific. When asked, she told Chairman Berwanger that she would be willing to come to Wyo. Co. to do presentation.</p>	<p>@ <i>Chairman Berwanger</i></p> <p><i>A copy of her business card was provided to committee members.</i></p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<b>1:15 PM Solid Waste w/P. Grayson</b>			
<p>1. <b>Professional Service Contract \$5,001 or greater:</b> Authorize Chairman to sign a contract with GLOW Solid Waste Management Committee, Genesee County Building 2, 3837 West Main Street Road, Batavia, NY for the provision of <u><a href="#">Inter-Municipal Cooperation Agreement</a></u> in an amount not to exceed \$18,107.00 per year; effective January 1, 2020 through December 31, 2021.</p>	<p><i>GLOW – 34 years in existence...</i></p>	<p>Motion: Davis Ayes: 7 Noes: Absent: 1 Hastings</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:</p> <p style="text-align: right;"><b>*RESOLUTION</b></p>
<p>2. Sharing of the <u><a href="#">March 22, 2019 meeting minutes</a></u> and <u><a href="#">June 7, 2019 meeting agenda</a></u>.</p>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>

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Department Agenda Item	Discussion	Decision	Action
<b>Solid Waste w/C. Ketchum</b>			
<p>1. <b>Grant Acceptance:</b>                      Authorize Chairman to sign a grant acceptance award with the <i>New York State Dept. of Environmental Conservation</i>, E-waste Assistance Grants, Division of Materials Management, 625 Broadway, 9<sup>th</sup> Floor, Albany, NY 12233-7253, for funding to cover 50% of the May 12, 2018 County Wide Electronics Collection Day in a minimum amount of <del>\$9,925.23</del> <b>\$7,151.82</b> (approximately 36% instead of the typical 50%, because more funds were requested than what was available in the EPF); effective January 1, 2018 through December 31, 2018.</p>	<p><i>Permission to apply was granted by the Planning Committee on 02/27/19.</i></p>	<p>Motion: Ryan                      Ayes: 7                      Noes:                      Absent: 1 Hastings</p>	<p>Carried: <b>XXX</b>                      Defeated:                      Referred to:</p>
<p>2. <b>Review Waste Management Renewal Proposal:</b></p> <ul style="list-style-type: none"> <li><u><a href="#">Curbside Collection renewal 3 &amp; 4 of 4.</a></u></li> <li>Supervisor Leuer, T/Middlebury, D. Roberts; R. Curry to meet w/ Waste Mgmt. Rep. P. Martino</li> </ul>	<p><i>The county attorney was asked to review and compare the terms of the original bid award with the terms of the proposed renewal on May 09, 2019 and provide a written opinion</i></p>	<p>Motion:                      Ayes:                      Noes:                      Absent:</p>	<p>Carried:                      Defeated:                      Referred to:</p>
<p><i>At 2:00 PM Atty. Wujick and Chairman Berwanger, T/Arcade left the meeting.</i></p>			
<p>3. <b>The County Wide Shared Services Matching Funds Grant application approved for submission by the 05/07/19 Finance Committee in a minimum amount of \$16,247.26 will be submitted by the end of the week in the amount of \$51,659.53 thanks to Budget Officer Cook's review and suggested edits...</b></p>		<p>Motion:                      Ayes:                      Noes:                      Absent:</p>	<p>Carried:                      Defeated:                      Referred to:</p>
<b>1:45 PM Industrial Development Agency w/J. Pierce</b>			
<p>1. <i>Emkay real property discussion, presentation and proposed strategy for this Arcade site</i></p>	<p style="font-size: 2em; font-family: cursive;">Withdrawn</p>	<p>Motion:                      Ayes:                      Noes:                      Absent:</p>	<p>Carried:                      Defeated:                      Referred to:</p>
<b>2:00 PM Countywide Zoning Program w/D. Roberts</b>			
<p>1. <u><a href="#">Monthly Report</a></u> : <i>May/ June partial</i></p>	<p>Attached</p>	<p>Motion:                      Ayes:                      Noes:                      Absent:</p>	<p>Carried:                      Defeated:                      Referred to:</p>

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Department Agenda Item	Discussion	Decision	Action
2. <i>Discussion on overtime and work load</i>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
3. <i>Working with HR to create and fill, FT Clerical Position for Zoning Department</i>		Motion: King Ayes: 7 Noes: Absent: 1 Hastings	Carried: <b>XXX</b> Defeated: Referred to: <i>Permission to proceed...</i> <b>APPROVED</b>
<b>Space Allocation</b>			
1. <i>Referred from 06/04/19 Finance Committee:</i>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<ul style="list-style-type: none"> <li>• Ag. Center                             <ul style="list-style-type: none"> <li>○ Cornell Cooperative Extension                                     <ul style="list-style-type: none"> <li>▪ Reallocation of Space</li> </ul> </li> </ul> </li> <li>• Wyo. Co. Information Technology &amp; Bldgs. &amp; Grounds                             <ul style="list-style-type: none"> <li>○ Reallocation of space – <i>this discussion is deferred to 08/28/19 Planning Committee Mtg. per request of the departments...</i></li> </ul> </li> </ul>			
<b>Planning &amp; Development Department w/ W. Daly</b>			
	<i>~ Nothing to Report ~</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>Ag and Business Center of Excellence</b>			
	<i>~ Nothing to Report ~</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>Wyo. Co. Water Resource Agency</b>			
	<i>~ Nothing to Report ~</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>Wyo. Co. Business Center (LDC) w/J. Pierce</b>			
	<i>~ Nothing to Report ~</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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Department Agenda Item	Discussion	Decision	Action
<b>Arts Council w/J. Hoyt</b>			
	<i>~ Nothing to Report ~</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>Business Education Council w/J. Dueppengiesser</b>			
	<i>~ Nothing to Report ~</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

Signature of Committee Chairman: p/D. Leuer (minutes prepared by \_\_\_\_\_)).

Next Planning Committee Meeting scheduled for **Wednesday, July 31, 2019 @ 1:00 PM.**

Committee Chair Initials: \_\_\_\_\_