

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, April 27, 2022 @ 1:00 PM

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

Planning Committee Members Present: *Leuer, Davis*, Berwanger (1:03 PM), Kehl (1:02 PM), Gozelski, Granger, Roberts, McCormick

Absent:

Also Present: C. Ketchum/Board Clerk; M. Roche (3432 – Zoom), T/Eagle; B. Ryan, T/Warsaw (1:11 PM)

Department Agenda Item	Discussion	Decision	Action
Committee Chair's Agenda			
		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
1:15 PM Countywide Zoning Program w/D. Roberts			
1. <u>Monthly Report – March 2022</u>	Attached	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2. <u>Munis Income Statement</u>	Attached	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<i>At 1:02 PM Supervisor Kehl, T/Attica entered the meeting during the below agenda item.</i>			
<i>At 1:03 PM Supervisor Berwanger, T/Arcade entered the meeting during the below agenda item.</i>			
3. Revise <u>Fee Schedule</u> to perform zoning enforcement & provide additional professional services; effective May 10, 2022.	Attached	Motion: Berwanger Ayes: 8 Noes: Absent:	Carried: XXX Defeated: Referred to: *RESOLUTION
<i>At 1:11 PM Chairwoman Ryan, T/Warsaw entered the meeting during the below agenda item.</i>			
4. Amend Resolution 20-451 to Extend Inter-Municipal Agreements with participating municipalities for Zoning Enforcement Services; effective Jan 1 st 2022 – Dec 31 st 2022	Attached – <u>2022 rate calculations and participating Municipalities</u>	Motion: Berwanger Ayes: 7 Noes: 1 Kehl Absent:	Carried: XXX Defeated: Referred to: *Non-Consent RESOLUTION

Committee Chair Initials: _____

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Department Agenda Item	Discussion	Decision	Action
5. Amend Salary Schedule S: <ul style="list-style-type: none"> • Increase the 2021 Lump Sum amount from \$661.05 to \$785.41 a difference of \$124.36 for the Zoning Officer (Position Code 026.554) under ZONING DEPARTMENT. Pro-rated appropriately reflective of a 09/2021 start date. 		Motion: Davis Ayes: 8 Noes: Absent:	Carried: XXX Defeated: Referred to: FINANCE
1:00 PM Planning & Development w/J. Bragg			
1. Reports/Updates <ul style="list-style-type: none"> • Curbside Collection Transition <ul style="list-style-type: none"> ○ Chairwoman Ryan, T/Warsaw described several meetings she's attended with Mr. Bragg, various participating municipalities and Waste Management, adding that Mr. Bragg has worked diligently to mitigate the concerns expressed by residents with rolling out the totes. ○ J. Bragg explained that they are still working on a few issues with the DRAFT Guidelines. <ul style="list-style-type: none"> ▪ Municipalities, libraries and churches are not eligible to participate. ▪ Mr. Bragg is working with Waste Management on municipality options ○ There was some question as to eligibility for mixed use properties (store front on main level/apartments on an upper level), they are eligible. ○ Waste Management will be required to plan for a winter strategy for garbage/recyclables collection. 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2. Position Create/Fill: One position of Administrative Assistant (Planning) (1.0 FTE) on Salary Schedule S at \$17.29 per hour (Annual Salary Equivalent of \$31,468) to provide additional support to grow and develop the Planning Department. Position available date: May 11, 2022		Motion: Gozelski Ayes: 8 Noes: Absent:	Carried: XXX Defeated: Referred to: FINANCE

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Department Agenda Item	Discussion	Decision	Action
3. Misc. Updates: <ul style="list-style-type: none"> • Planning Board update: <ul style="list-style-type: none"> ○ Ag. & Farmland Protection Board has 8 applications to review for the Purchase of Development Rights program • Ralph Wilson Foundation <ul style="list-style-type: none"> ○ Working on grant funding for youth sports 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
1:45 PM Ag. and Business Center w/M. Adamczak			
1. <u>Review April 6, 2022 Letter from Soil and Water Conservation District, District Manager, A. Fagan</u>	<i>District Manager Fagan was present to review the attached letter with committee members. He felt it important for the committee members to fully understand the utilization of the garage by Ag. Center tenants.</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2. <u>Review April 8, 2022 e-mail from Director of Buildings and Grounds, M. Adamczak.</u>	<u>Ag. Center Property Line</u> <u>Ag. Center Tax Map</u>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<i>After a lengthy discussion that resulted in no solution regarding shop needs and employee breakroom space requirements for the Director and seven employees of the Buildings and Grounds department, Committee Chair Leuer, T/Middlebury ended the discussion. Chairwoman Ryan, T/Warsaw offered to speak with the neighboring property owner over availability of additional property adjacent to the Ag. and Business Center.</i>			
Wyo. Co. Water Resource Agency w/S. Perkins			
	~ Nothing to Report ~	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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Wyo. Co. Chamber of Commerce w/S. Gardner			
	~ Nothing to Report ~	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
Wyo. Co. Business Center (LDC) w/J. Pierce			
	~ 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:
Solid Waste w/			
	~ Nothing to Report ~	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
Space Allocation w/			
	~ Nothing to Report ~	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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Department Agenda Item	Discussion	Decision	Action
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, June 01, 2022 @ 1:00 PM.**

Committee Chair Initials: _____