

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: ECONOMIC GROWTH & DEVELOPMENT

DATE: MARCH 22, 2022

COMMITTEE MEMBERS PRESENT:

SUPERVISORS WILD
MCDEVITT
HOGAN (VIA ZOOM)
STROUGH
LEGGETT
FRASIER (VIA ZOOM)
MAGOWAN

OTHERS PRESENT:

REPRESENTING ECONOMIC DEVELOPMENT CORPORATION:
JIM SIPLON, PRESIDENT, ECONOMIC DEVELOPMENT CORPORATION
LIZA OCHSENDORF, DIRECTOR, EMPLOYMENT & TRAINING (VIA ZOOM)
REPRESENTING PLANNING & COMMUNITY DEVELOPMENT:
WAYNE LAMOTHE, COUNTY PLANNER
SARA FRANKENFELD, GIS ADMINISTRATOR
ETHAN GADDY, ASSISTANT COUNTY PLANNER
RYAN MOORE, COUNTY ADMINISTRATOR
AMANDA ALLEN, CLERK OF THE BOARD
ROBERT TERWILLIGER, FIRST ASSISTANT COUNTY ATTORNEY
FRANK E. THOMAS, BUDGET OFFICER
SUPERVISORS BRAYMER (VIA ZOOM)
CONOVER
DICKINSON
MERLINO
DON LEHMAN, DIRECTOR OF PUBLIC AFFAIRS
MOLLY GANOTES-GLEASON, LEGISLATIVE OFFICE SPECIALIST
LESLIE LOVELACE, SECRETARY TO THE CLERK OF THE BOARD

Please note, the following contains a summarization of the March 22, 2022 meeting of the Economic Growth & Development Committee; the meeting in its entirety can be viewed on the Warren County website using the following link: <https://warrencountyny.gov/mma>

Note: Pursuant to New York State Legislation (S.50001/A.40001): “Notwithstanding the provisions of article 7 of the public officers law to the contrary, any state agency, department, corporation, office, authority, board, or commission, as well as any local public body, or public corporation as defined in section 66 of the general construction law, or political subdivisions as defined in section 100 of the general municipal law, or a committee or subcommittee or other similar body of such entity, shall be authorized to meet and take such action authorized by law without permitting in public in-person access to meetings and authorize 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 and that such meetings are recorded and later transcribed”. All of the Committee members in attendance were physically present, aside from Supervisors Hogan and Frasier who attended remotely.

Mr. Wild called the meeting of the Economic Growth & Development Committee to order at 1:32 p.m.

Motion was made by Mr. Leggett, seconded by Mr. McDevitt and carried unanimously to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

Copies of the Employment & Training Administration and Planning & Community Development agendas were distributed to those in attendance. Copies of the agendas are on file with the meeting minutes.

Privilege of the floor was extended to Jim Siplon, *President & CEO, Warren County EDC*, who spoke about staffing issues throughout the County, the accomplishments of the EDC over the last two years, and their continuing efforts. He informed they were re-instating the annual EDC luncheon which would be held on June 17, 2022 at The Great Escape Lodge.

Moving on, Committee reviewed the Employment & Training Administration agenda which included a request to authorize temporary positions of employment and training for the term of July 1, 2022 through June 30, 2023, as per the list provided in the agenda packet.

Motion was made by Mr. Leggett, seconded by Mr. McDevitt and carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the April 14th Board meeting. *A copy of the resolution request form is on file with the minutes.*

A review of the Information for Discussion/Review portion of the agenda commenced; Liza Ochsendorf, *Director, Employment & Training*, provided an update on training programs, reporting that her Office was focusing on the promotion of women in trades and she said she would hoped to expand and provide more of such programs in the future.

Proceeding, Committee reviewed the Planning & Community Development agenda which included the following requests:

1. To authorize a transfer of funds from various budget codes to Budget Code A.9550 910, *Transfers - Capital Projects*, totaling \$ 7,500 to provide for the in-kind services match related to the creation of Capital Project H407.
2. To authorize a transfer of funds from Budget Code A8021.470, *Planning & Community Development, Contract*, to Budget Code A.9550 910, *Transfers - Capital Projects*, in the amount of \$35,000 to fund the ESD for Recreation study.
3. To establish Capital Project H407, *Warren County Outdoor Recreation Economy Strategic Plan*, in the amount of \$100,000.

Motion was made by Mr. Leggett, seconded by Mr. McDevitt and carried unanimously to approve the requests as outlined above and refer same to the Finance Committee. *Copies of the resolution request forms are on file with the minutes.*

4. To authorize a transfer of funds in the amount of \$256.81 from Budget Code A.8029 470, *Planning-Local Waterfront, Contracts*, to Budget Code A.9550 910, *Transfers - Capital Projects*, to cover signage on boat washing station kiosks.
5. To increase Capital Project H347, *Invasive Species Boat Washing*, in the amount of \$256.81.
6. To close Capital Project H347, *Invasive Species Boat Washing*, with no funds returned to the general fund.

Motion was made by Mr. McDevitt, seconded by Mr. Magowan and carried unanimously to approve the requests as outlined above and refer same to the Finance Committee. *Copies of the resolution request forms are on file with the minutes.*

7. To close Capital Project H292, *First Wilderness*, with no funds to return to the general fund.

Motion was made by Mr. Magowan, seconded by Mr. Leggett and carried unanimously to approve the request as outlined above and refer same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

8. To fill the vacant position of Senior Planner, *Grade 18, Base Annual Salary \$50,384.*

Motion was made by Mr. Magowan, seconded by Mr. Leggett and carried unanimously to approve the request as outlined above and refer same to the Personnel, Administration & Higher Education Committee for reporting purposes. *A copy of the Notice of Intent to Fill Vacant Position form is on file with the minutes.*

9. To increase Capital Project H406, *Countryside 2021 Capital Improvements*, in the amount of \$1,352,038 and \$950,000.

Motion was made by Mr. McDevitt, seconded by Mr. Magowan and carried unanimously to approve the request as

outlined above and refer same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

The Discussion Items portion of the agenda was reviewed as follows:

- Discussion regarding H406 Countryside Adult Home - Committee was advised this matter was resolved at the March 18th Board Meeting when the Board authorized funding for the remainder of the project.
- Overview of Comprehensive Plan process, scope of work, next steps - Committee was advised a fine tuning of proposals would be undertaken before being released for circulation; additionally, the Request for Proposals (*RFP*) would be updated to include benchmarking and it was anticipated that a project advisory group would be established to guide the process.

There being no further business to come before the Committee, on motion made by Mr. Leggett, seconded by Mr. Magowan and carried unanimously, Mr. Wild adjourned the meeting at 2:15 p.m.

Respectfully submitted,
Leslie Lovelace, Secretary to the Clerk of the Board