



## **Tioga County Worksession Minutes** **June 10, 2021 – 1:00 p.m.**

### **Legislators Present:**

Legislator Balliet  
Legislator Hollenbeck  
Legislator Mullen  
Legislator Roberts  
Legislator Standinger  
Legislator Sullivan  
Legislator Weston

### **Legislators Absent:**

Legislator Monell  
Chair/Legislator Sauerbrey

### **Guests:**

Christine Curtis, IDA Executive Administrator (*Left at 1:15 p.m.*)

### **Staff Present:**

Peter DeWind, County Attorney  
Cathy Haskell, Clerk of Legislature  
Amy Eiklor, Deputy Clerk of Legislature  
LeeAnn Tinney, Director of ED&P (*Left at 1:22 p.m.*)  
Bethany O'Rourke, Personnel Officer  
Gary Howard, Tioga County Sheriff  
Drew Griffin, Deputy Director of ITCS

**Call Meeting to Order:** Deputy Chair Hollenbeck opened the meeting at 1:01 p.m.

**PILOT Application-IDA Executive Administrator:** IDA Executive Administrator Christine Curtis distributed a Cost Benefit Analysis packet from Temple and Liberty, LLC's PILOT application to the Legislators. Ms. Curtis highlighted the following information on the proposed housing development project on Temple & Liberty Streets in Owego:

- The land used in the proposed project area includes 13 formerly blighted lots that were purchased by the Tioga County Property Development Corporation. Those properties are currently tax exempt as they are owned by Tioga County Property Development Corporation (Land Bank). There were at least \$19,337 in back taxes owed on those properties when Tioga County Property Development Corporation purchased them.

- Once the housing development is complete, the properties will be managed by Tioga Opportunities on behalf of Temple and Liberty, LLC.
- Over the course of the thirty-year PILOT, the infusion of new disposable income from residents is expected to be at least \$7.88 million into the local economy.
- Over the course of the thirty-year PILOT, sewer revenue for the Village of Owego is expected to be around \$700,800.
- The Tioga County IDA is providing a local sales tax exemption estimated at \$217,213.50 for construction.
- The Tioga County IDA is providing mortgage tax exemption estimated at \$2,227.50.
- The total real property tax savings for all municipalities over the thirty-year period is \$942,215.32.
- The total cost to the County is estimated to be \$1.16 million.

Legislator Balliet inquired if the proposed housing project is in the flood plain. Ms. Curtis replied yes, the property is in the flood plain. Legislator Balliet asked if the design of the area will include any measures to protect against future flooding. Ms. Curtis reported the developer will produce a report that demonstrates that there will be no impact to surrounding properties. Ms. Curtis stated the developers will build up and fill in the area, making it optimal for flood damage prevention.

Legislator Balliet inquired if the housing project is specifically meant to fill the housing gap or if more housing developments will be needed. Ms. Curtis replied that Team Tioga and the IDA are always on the lookout for any potential new housing development in Tioga County. She reported that a 2017 Tioga County Housing Study revealed a low quantity of housing options among all income levels. Ms. Curtis stated this particular project is meant for low to moderate income tenants.

Legislator Standinger stated that would be many of the people already living in that area. Ms. Curtis responded that most of the residents from the formerly blighted properties have been relocated. Of the 13 previous units, there was a total of 21 individuals living there. Ms. Curtis anticipates a total occupancy of 117 individuals in the new housing development.

Legislator Sullivan inquired if the developers have studied the impact on traffic in the area. Ms. Curtis replied that she will follow-up with the developers to see if a traffic study will be included in part of the planning process. Ms. Curtis stated the sewer & water impact would be a net gain of 40 residential units for the Village of Owego. This amounts to roughly \$23,360 in annual revenue. Legislator Sullivan inquired about the increase in sewer & water capacity. Ms. Curtis stated she will check with Tioga County Planning Director, Elaine Jardine, and will follow-up with an email.

Legislator Sullivan asked how many stories the buildings would be. Ms. Curtis responded the 33-unit apartment building will be 3 stories tall. Ms. Curtis was not certain about the townhouses, but she stated it will be 2 stories, at most. Legislator Sullivan asked if there will be a parking lot. Ms. Curtis reported there will be a parking lot, accommodating one vehicle per apartment, for a total of 45 parking spaces. Legislator Sullivan stated many families are two-car families. Legislator Sullivan expressed concern about the lack of parking, as well as the impact on water, sewer, and increased traffic. Legislator Sullivan said she would like more

information on the project, including maps. Ms. Curtis passed around a map of the 13 properties that the development would encompass. Legislator Sullivan replied that she would like a map of what the project is expected to look like. Ms. Curtis stated the developers have a site plan that she will include in the follow-up email.

Legislator Sullivan asked Ms. Curtis what she was asking the Legislature to do today. Ms. Curtis responded that she would like the Legislature to consider writing a letter of support for the IDA, on behalf of the County. Ms. Curtis explained that she will be presenting at the 3 other taxing locations the proposed project impacts. She stated there will be a public hearing on June 23<sup>rd</sup>, and the PILOT application will be approved or denied by July. Legislator Sullivan asked what date Ms. Curtis needs the letter by. Ms. Curtis replied by the end of June.

**Approval of Worksession Minutes:** On motion of Legislator Roberts, seconded by Legislator Sullivan and unanimously carried, the May 20, 2021 Legislative Worksession minutes were approved.

**Action Items:** Currently, there are no action items.

**Legislative Support:** Legislative Clerk Haskell asked for approval of the May 6, 2021 Legislative Support committee minutes. On motion of Legislator Roberts, seconded by Legislator Sullivan and unanimously carried, the minutes were approved.

Ms. Haskell went over the Legislative Support Agenda and reported the following:

- Ms. Haskell reported she spoke with Chief Information Officer, Douglas Camin, regarding the Xerox copier outside the Legislative Office. She explained that other departments use the copier and their usage is charged back to their respective departments. It no longer proves beneficial to continue to have Charles Root break down usage department by department. Ms. Haskell has agreed to absorb the monthly service bill and copy charges for all users. Ms. Haskell explained she agreed to absorb the cost with the understanding that the usage would be an insignificant amount. She reported over the last few months, the copier bill was around \$46 per month, with the Legislative Office use roughly \$32 per month of that. Should the usage cost increase significantly, Ms. Haskell will revisit the practice.
- As of May 28, 2021, Ms. Haskell reported she is no longer issuing daily press releases regarding COVID-19 numbers. However, daily statistical information is still being posted to the County website. Ms. Haskell still sends numbers to GIS Manager, William Ostrander, who tracks the data on his website.
- Ms. Haskell reported that Tioga County has a 911 Surcharge Bill waiting to be moved by the New York State Legislature noting June 10<sup>th</sup> marked the last day of the Legislative session in Albany. As of June 2<sup>nd</sup>, there has been no movement on that Bill.

**Legislative Clerk Haskell received an email from Senator Fred Akshar's office later in the evening on June 10<sup>th</sup>. Mr. Akshar's office reported the 911 Bill has passed the Senate. With the passage in both houses, the Bill is waiting to be signed by Governor Cuomo.**

- Ms. Haskell reported Mr. Camin sent an email to all employees, including the Legislators, regarding Security Awareness Training. This training is required by all those that use the County computer system. As the email will be sent directly to the Legislators, Ms. Haskell has no way of tracking who completed the training.
- Ms. Haskell will be on vacation from June 28<sup>th</sup>-July 2<sup>nd</sup>.

**Resolutions:** Ms. Haskell reviewed the agenda and resolutions for the June 15, 2021 Legislature meeting with discussion occurring on the following:

- ***Authorization For the Department of Economic Development and Planning to Submit an Application and Administer a USDA Community Facilities Direct Loan and Grant for Village of Nichols Equipment Purchase-*** Legislator Sullivan asked if the Village of Nichols will be purchasing equipment that will also be used by other municipalities. Director of ED&P, LeeAnn Tinney, replied yes. Ms. Tinney explained the Town and Village of Owego, Tioga County, and the Village of Nichols all expressed interest in this shared service. Legislator Sullivan inquired if the funding was part-grant and part-loan. Ms. Tinney stated the Village of Nichols will be fully responsible for the loan. The other municipalities will not be on the loan paperwork, but they did issue letters indicating they will be contributing funds towards the loan. Legislator Sullivan asked what type of equipment the purchase is for. Ms. Tinney replied a sweeper, vacuum, and truck unit.

**Other:**

- ***Chief Information Officer Interview Committee Discussion:*** Legislator Sullivan reported Chief Information Officer, Douglas Camin, will be leaving Tioga County to work for Broome County at the end of July. The job vacancy has been posted on the County website. Legislator Sullivan stated an interview committee will be formed in order to find a candidate to fill Mr. Camin's position. Legislator Sullivan explained that she, Chair Sauerbrey, and Legislator Balliet intend to be on the committee. She asked for volunteers, but none agreed. As a result, Legislator Roberts was asked by Legislator Sullivan to be a member of that committee.

Ms. Haskell asked Legislator Sullivan if she would like Chair Sauerbrey to establish an Interview Committee at the June 15<sup>th</sup>, 2021 Legislative Meeting. Legislator Sullivan replied yes. She would also like to include Personnel Officer, Bethany O'Rourke, on the committee, as well as Mr. Camin. As it stands, the committee is expected to be comprised of Chair Sauerbrey, Legislator Sullivan, Legislator Balliet, Legislator Roberts, Mr. Camin, and Personnel Officer O'Rourke. There was a brief discussion about the potential of an even number of committee members. Legislator Sullivan stated she will get back to Ms. Haskell with a more definitive answer about potential committee members.

Legislator Sullivan reported the transition period depends on when a candidate is selected. She hopes to have a brief period of overlap with Mr. Camin and the new candidate both in the office. Legislator Sullivan suggested having an agreement with Mr. Camin to consult with the candidate in the weeks following his departure.

Legislator Sullivan asked the Legislature if they had any objections to her idea. There were no objections, though Legislator Standinger stated he would like County Attorney DeWind to be part of the process. County Attorney DeWind reported Broome County may have a policy about outside work limitations. Mr. DeWind stated he will check to see if Broome County has an outside work restriction on Mr. Camin's position and report his findings to Legislator Sullivan.

- **County Website:** Legislator Sullivan reported Tioga County's website was updated a few years ago. Each department is responsible for updating their own content within the guidelines of County policy. Legislator Sullivan inquired to her fellow Legislators if it was their position that all County departments, with the exception of the Sheriff's Department, have their website through the County's. The Legislators in attendance agreed yes, that was their position. Legislator Standinger stated things seem to be working well the way they are now so there doesn't appear to be a reason to change it. Legislator Sullivan stated there is a department that might ask for an exemption. She said if a department came to the Legislature to ask for an exemption, they would listen and take it on a case-by-case basis.

**Executive Session:** Motion by Legislator Roberts, seconded by Legislator Mullen to move into Executive Session to discuss a personnel matter. Motion carried unanimously to go into Executive Session at 1:31 p.m. with Sheriff Howard and County Attorney DeWind remaining in attendance.

Executive Session adjourned at 1:53 p.m.

Meeting adjourned at 1:53 p.m.

Next Worksession scheduled for Thursday, June 24, 2021, at 10:00 a.m.

Respectfully submitted,

*Amy Eiklor*

Deputy Legislative Clerk