



AG/Planning/Environmental

Committee Meeting

60 Central Ave.
Cortland, NY 13045
<http://www.cortland-co.org>

~ Agenda ~

Thursday, July 13, 2017

10:00 AM

Room 304

CALL TO ORDER

Attendee Name	Present	Absent	Late	Arrived
District 2 Amy Cobb	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Vice Chair Sandra Price	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
District 7 Raylynn Knolls	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Chair James Denkenberger	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
District 11 Christopher Newell	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

MINUTES

1. Ag/Planning/Environmental - Committee Meeting - Jun 8, 2017 10:00 AM

RESOLUTIONS

Planning Department

ON MOTION OF DENKENBERGER

AGENDA ITEM NO. 1

Authorize Three Year (2018-2020) Agreement Between Cartographic Associates, Inc. (DBA CAI Technologies) and Cortland County - Integration of Pictometry to Internet Mapping Services - Cortland County Planning Department

WHEREAS, Resolution 60-04 authorized a grant from the State Education Department, New York State Archives for a Local Government Records Management Improvement Fund (LGRMIF) to assist the Planning Department in developing an e-Government style website based on geographic information systems records currently possessed by the department to make records and some departmental services more accessible to the public, including flood zones, zoning districts and census data, AND

WHEREAS, an Internet Mapping Services (IMS) site was created as a result of this grant, AND

WHEREAS, Cortland County has contracted with CAI Technologies to host Query Manager Online (QMO) GIS services for hosting of an Internet Mapping Service site, AND

WHEREAS, Cortland County is contracting with CAI Technologies to integrate Pictometry to the Query Manager Online (QMO) GIS services for hosting of Internet Mapping Services, AND

WHEREAS, CAI Technologies has agreed to integrate Pictometry into the County Internet Mapping Services site for 2018, 2019 and 2020 for \$317 annually, AND

WHEREAS, the funds for this agreement shall be covered in the 2018 departmental budget under expense account A80205-54002, NOW THEREFORE BE IT

RESOLVED, that the Chairman of the Legislature, upon review and approval of the County Attorney or designee, be and hereby is authorized to sign the three-year agreement with CAI

Technologies to integrate Pictometry to the Query Manager Online (QMO) services for hosting of Internet Mapping Services.

ON MOTION OF DENKENBERGER

AGENDA ITEM NO. 2

Amend 2017 Budget Accept 2016-2017 NYS Office of Parks Recreation and Historic Preservation Snowmobile Trail Development and Maintenance Grant - Planning Department

WHEREAS, Cortland County under Section 27.17 of the New York State Parks, Recreation and Historic Preservation Law prepared a grant application for Snowmobile Trail Development and Maintenance for the period April 1, 2016 to March 31, 2017, AND

WHEREAS, New York State Office of Parks, Recreation and Historic Preservation has awarded Cortland County \$80,740.00 in grant funding for 2016-2017 Snowmobile Trail Development and Maintenance, AND

WHEREAS, New York State Office of Parks Recreation and Historic Preservation is providing the funding assistance in two payments, the first \$58,518.00 representing the 70% of the total will be advanced upon the completion of the State Aid Voucher with the remaining \$24,222.00 representing the 30% of the total will be paid upon completion of the audit for the Phase III documentation being submitted to New York State Office of Parks, Recreation and Historic Preservation, AND

WHEREAS, the County will retain an administration fee of the grant award to retain the actual costs for administration expenses, up to 10%, for the period of April 1, 2016 to March 31, 2017, NOW THEREFORE BE IT

RESOLVED, that the chairman of the Legislature, upon review and approval by the County Attorney, is hereby authorized to accept the grant award in the amount of \$80,740.00, thus forwarding the New York State Aid Voucher in the amount of \$24,222 representing the final payment of 30% of the total grant award to the Chief Fiscal Officer for signature with the following adjustments to the 2017 budget, AND BE IT FURTHER

RESOLVED, that the 2017 budget be amended as follows:

	<u>Current</u>	<u>Change</u>	<u>Revised</u>
Expense			
A79895-54805.16SNW	0	72,666	72,666
Revenue			
A798943.43989.16SNW	0	-(80,740)	-(80,740)
A19905.54775 Contingency	\$414,490	\$8,074	\$422,564

Cortland Transit

ON MOTION OF DENKENBERGER

AGENDA ITEM NO. 3

Accept Appalachian Development Allocation Funds for Operating Assistance/Amend 2017 Budget Federal Section 5311 State Operating Assistance Payments (STOA) - Planning Department

WHEREAS, the 2016 Budget budgeted \$228,000 for 2016 Federal Section 5311 Operating Assistance from the NYS Department of Transportation for transit operating assistance, AND

WHEREAS, Cortland County received and credited payment in the amount of \$228,000 for 2016 Federal Section 5311 Operating Assistance in the 2017 Budget, AND

WHEREAS, there was an additional payment in the amount of \$13,600. from the Appalachian Development Allocation, AND

WHEREAS, this funding is a result of First Transit applying for and receiving additional funding for the Demand Response Service, AND

WHEREAS, the New York State Department of Transportation has stated that this funding is movable because some of the projects were not able to be started because the Department of Transportation was late with approval of funding, AND

WHEREAS, this funding was placed in revenue account A802244-44589 and which require a correcting journal entry in 2017, NOW THEREFORE BE IT

RESOLVED, that upon approval by Budget and Finance the Chairman of the Legislature is hereby authorized to accept this funding to be used for the demand response transportation services, AND BE IT FURTHER

RESOLVED, that in order to use this funding for the Demand Response Service, the Cortland County Budget is hereby amended as follows:

Increase Expense		Current	Change	Revised
A56305.54084	Federal Section 5311 Operating Assistance	\$250,000	\$13,600	\$263,600
Increase Revenue				
A563044.44590	Federal Section 5311 Operating Assistance	(-\$250,000)	(-\$13,600.)	(-\$263,600.)

DISCUSSION/REPORTS

Cooperative Extension

Soil & Water Conservation District



AG/Planning/Environmental

Committee Meeting

~ Minutes ~

60 Central Ave.
Cortland, NY 13045
<http://www.cortland-co.org>

James Denkenberger

Thursday, June 8, 2017

10:00 AM

Room 304

CALL TO ORDER

Attendee Name	Title	Status	Arrived
Amy Cobb	District 2	Present	
Sandra Price	Vice Chair	Present	
Raylynn Knolls	District 7	Present	
James Denkenberger	Chair	Present	
Christopher Newell	District 11	Late	10:24 AM
Dan Dineen	Director of Planning	Present	
Amanda Barber	Cortland County Soil and Water Conservation Distri	Present	
Karen Fuller	Deputy Clerk of the Legislature	Present	
Luke Snyder	District 5	Present	

MINUTES

Thursday, May 11, 2017

RESOLUTIONS

Cooperative Extension

No one was present.

Cortland Transit

Mr. Dineen reported First Transit has filled the manager position with their head mechanic.

Mr. Newell arrived at this time.

Mr. Dineen reported First Transit is in the process of purchasing buses. In addition, he is in the process of rewriting the contract to specify that the county will withhold paying the funds until they are received from the State. At the present time First Transit receives funds monthly and the County does not receive funds until the end of the year.

Planning Department

Mr. Dineen shared information on the work being completed to repair the lift in his building. As one of the employees is handicapped accommodations have been made to set up a temporary office in the conference room. Further discussion will take place at the Buildings and Grounds Committee meeting

Minutes Acceptance: Minutes of Jun 8, 2017 10:00 AM (MINUTES)

next week. Mr. Denkenberger spoke of the wonderful work that is done by the Planning Department staff and the value of what they accomplish.

1. Resolution (ID # 4562)

Authorize Three Year (2018-2020) Agreement Between Cartographic Associates, Inc. (DBA CAI Technologies) and Cortland County Cortland County Planning Department

ATTACHMENTS:

- CORTLAND COUNTY NY - 3 YR - 2018-2019-2020-AxisGIS 05-25-17-P (PDF)

RESULT:	APPROVED [UNANIMOUS]
MOVER:	James Denkenberger, Christopher Newell
SECONDER:	Sandra Price, Vice Chair
AYES:	Cobb, Price, Knolls, Denkenberger, Newell

DISCUSSION/REPORTS

Soil & Water Conservation District

Ms. Barber said she has been very busy completing grant applications that had prevented her attendance at the recent meetings. She then reviewed a monthly report she passed out to the members and spoke of the various projects covered in it, which included agriculture and private land conservation, community natural resources management and planning, and education programs and administration.

Highlights of the report were the aquatic invasive species spread prevention field activities with boat stewards being on duty at local boat launches to assist in preventing the spread of the known plant matter that would be harmful to the local waters and assessment and ranking of 75 road stream crossings in the Great Lakes Basin area (northern area of county). In addition, Ms. Barber said staff has been busy at the Ag-Stravaganza event this week.

Mr. Newell asked Ms. Barber if any monitoring of phosphorous is done to determine possible contamination due to overuse. Ms. Barber explained the State does not require testing for smaller farms, however, most farmers do this to determine what is necessary for the crops growing. She noted New York State soil is primarily nutrition deficient according to studies and other states measure fertilizer in different ways.

Mr. Denkenberger suggested the Departments/Agencies reporting to the Committee could do a brief presentation to the full Legislature to explain the work they do. Ms. Barber spoke of possibly making a firm for YouTube for various programs they do.

Ms. Barber reminded the Committee that the agency can assist in hydroseeking bare areas caused by ditch cleaning and other projects to help reduce erosion.

Mr. Denkenberger spoke of CNYRPB and STERPb's work and monies received to study a solar area farm. Mr. Dineen is looking at the information to see if there would be a benefit to potentially plan a project for the airport or landfill.

On motion the meeting adjourned at 10:55 a.m.

Minutes Acceptance: Minutes of Jun 8, 2017 10:00 AM (MINUTES)

ON MOTION OF JAMES DENKENBERGER, CHAIR**AGENDA ITEM NO. 1****Authorize Three Year (2018-2020) Agreement Between Cartographic Associates, Inc. (DBA CAI Technologies) and Cortland County Cortland County Planning Department**

WHEREAS, Resolution 60-04 authorized a grant from the State Education Department, New York State Archives for a Local Government Records Management Improvement Fund (LGRMIF) to assist the Planning Department in developing an e-Government style website based on geographic information systems records currently possessed by the department to make records and some departmental services more accessible to the public, including flood zones, zoning districts and census data, AND

WHEREAS, an Internet Mapping Services (IMS) site was created as a result of this grant, AND

WHEREAS, Cortland County has contracted with CAI Technologies to host Query Manager Online (QMO) GIS services for hosting of an Internet Mapping Service site, AND

WHEREAS, the County paid CAI Technologies \$4,200 for 2017 Query Manager Online annual hosting fee, AND

WHEREAS, CAI Technologies has agreed to host the County Internet Mapping Services site for 2018, 2019 and 2020 for \$4200 annually, the same fee charged in 2017, NOW THEREFORE BE IT

RESOLVED, that the Chairman of the Legislature, upon review and approval of the County Attorney or designee, be and hereby is authorized to sign the three-year agreement with CAI Technologies.

Expense:
A80205-540002

**GIS INTERNET SERVICES MAINTENANCE AGREEMENT
FOR CORTLAND COUNTY, NY
For the time period 1/1/2018 through 12/31/2020**

May 25, 2017

CAI Technologies, a New Hampshire corporation with its office located at 11 Pleasant Street, in Littleton, N.H. 03561, hereinafter called CAI, proposes to CORTLAND COUNTY, a municipal corporation located in Cortland County, NY, hereinafter called the COUNTY, to provide GIS Internet services according to the specifications, terms, and conditions below written:

Witnesseth that:

Whereas, CAI represents that they are authorized, qualified, and experienced to provide professionally recognized mapping and GIS services; and

Whereas, the COUNTY desires to publish its GIS data on the Internet,

Now, therefore, CAI proposes the following:

I. SUMMARY

A. Publish the COUNTY's GIS to the Internet

- 1. CAI, utilizing its AxisGIS application, shall publish the COUNTY's GIS data to the Internet.

B. COUNTY Support

- 1. CAI shall provide telephone, fax, and email support services concerning AxisGIS to the COUNTY. These services can be used to answer usage and technical questions.
- 2. CAI, shall respond to any COUNTY alerts concerning poor performance or lack of performance of the site, and provide verbal advisories as to how and when the site shall be corrected (if it is determined that the website and/or publication service is not performing properly).

II. COUNTY RESPONSIBILITIES

A. The COUNTY shall designate a project liaison who will be CAI's main contact during the course of the service, and who will be responsible for all COUNTY related obligations in this contract.

III. COMPENSATION AND PAYMENT

A. The COUNTY shall pay \$4,200.00 annually for the 2018, 2019 and 2020 hosting service under this agreement

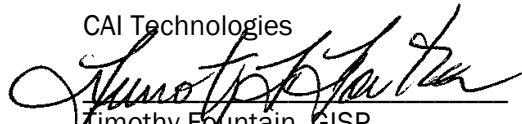
B. Payment shall be made within 30 days of invoicing. Said invoicing to be done as follows:

Internet Services shall be invoiced at a fee of \$4,200.00 annually. Said invoicing shall be done on 1/1/2018, 1/1/2019 and 1/1/2020.

This contract shall be construed under the laws of the State of New York.

In Witness whereof, the parties hereto have executed this agreement, as of the date first above written, by their duly authorized officers.

CORTLAND COUNTY, NY

CAI Technologies

Timothy Fountain, GISP
Vice President

Minutes Acceptance: Minutes of Jun 8, 2017 10:00 AM (MINUTES)