



## June 15, 2017 Meeting Minutes

**CALL TO ORDER**– Chair Joseph Hauryski called the meeting to order at 9:08 AM in the STC conference room.

### **ATTENDANCE**

**Chemung County** – Ted Bennett; Donna Draxler; Thomas Tranter

**Schuyler County** – Dennis Fagan; Timothy O’Hearn; Kristin VanHorn

**Steuben County** – Amy Dlugos; Joe Hauryski; Steve Maio; Robert Nichols; Scott VanEtten

**STC Staff** – Marcia Weber; Susan Cratsley, Victoria Ehlen; Gabriel Holbrow; Brittany McKerlie; Chelsea Robertson; Janet Thigpen; Stephanie Yezzi

**APPROVAL OF THE MINUTES** – On a motion duly made (Draxler/Dlugos) and carried, the minutes of the May 18, 2017 meeting were approved.

### **COMMITTEE REPORT**

#### **1. Audit Committee and Budget and Personnel Committee**

- a) **Abstract of Claims** – the audit committee reviewed abstracts totaling \$16,093.20. On a motion duly made (VanEtten/O’Hearn) and carried, the abstracts were approved.
  
- b) **STC 2016 Audit** – At a joint meeting of the audit and budget and personnel committees, auditor Richard McNeilly presented the 2016 audit report. Brittany McKerlie was congratulated for her work on the audit; it went smoothly, and there were no findings. Mr. McNeilly noted that the financial position of STC appears strong but did note a modified opinion for the 2016 financial statements. This related to a new regulation requiring disclosure of detailed retirement information, which was not available or discernable from current reports from the New York State and Local Retirement System (NYSLRS). On a motion duly made (Fagan/Bennett) and carried, the 2016 audit was accepted as presented.

### **EXECUTIVE DIRECTOR’S REPORT**

- a) **Personnel Changes** –Stephanie Yezzi, STC Planner, was introduced to the board. Stephanie worked last summer as an intern at STC and continued to work on a contract basis after her internship ended. She started work as a full time planner in July.

Gabriel Holbrow, STC Planner, will be leaving STC on July 14 to relocate to Massachusetts due to his wife’s new employment. Gabriel commended the staff for their professionalism and stated that it was a pleasure to work with them as well as with the members of the board. A planner has been hired to fill this position and will

begin in August.

- b) **Program Change** – Frank Vanca, Clean Energy Coordinator, resigned as of June 9. Marcia Weber stated that STC will not be continuing with the Clean Energy Communities Program because of the difficulties in applying the State’s methodologies to this region. Central New York Regional Planning and Development Board will be covering the STC region for those municipalities that were interested in the project.

## **REGIONAL PROGRAM ACTIVITIES**

- 1. **Appalachian Regional Commission (ARC) Update** –ARC officials from the NYS Department of State met with Local Development District (LDD) staff from STE, STC, and STW at STC to discuss Appalachian Regional Commission (ARC) issues and funding. The Development District Association of Appalachia will be meeting at the Radisson in Corning in July.

Victoria Ehlen is providing assistance to municipalities to help with the ARC application process. ARC applications are due in the STC office on September 6.

- 2. **Flood Program Update** – Janet Thigpen distributed copies of the popular “Stream Processes: A Guide for Living in Harmony with Streams,” which has been reprinted recently.

Janet has been re-elected to the Board of the Association of State Floodplain Managers, a national professional organization. She updated the board about policy issues, including the National Flood Mapping Program, levee certification and mapping procedures, and reauthorization of the National Flood Insurance Program.

STC completed a project called Strategy for a Flood Resilient STC Region, including preparation of a guidance document, “Municipal Land Use Strategies for Improving Flood Resilience.”

STC has begun a Flood Smart Communities project with the Nature Conservancy; 8 municipalities along the Cohocton River have already committed to participate.

- 3. **Cleaner Greener Schuyler Update** – as part of the Cleaner Greener NYSERDA grant, STC along with Schuyler County Planning revised town wide comprehensive plans to meet the cleaner greener principles. Montour Falls and Reading comp plans were written, and Montour Falls will be adopting theirs in the next few months. Dix, Montour Falls, Reading, Odessa, and Catharine zoning law rewrites were done. Odessa is still working on theirs, and Reading’s is in the final form. The funding for this project will end in September 2017.

A joint effort on the part of Schuyler County Planning, STC, and consultants, “A Guide to Environmental Planning in Schuyler County” was written to assist municipalities in making good land use decisions.

Tim O’Hearn thanked STC staff and Kristin VanHorn for all their hard work on this project.

4. **Intergovernmental Reviews**  
**New York State**

**1707 Drinking Water State Revolving Fund**

Project Applicant: New York State Department of Health

Description: to capitalize the Drinking Water State Revolving Fund in NYS

Federal Agency: EPA

Cost: Federal: \$39,900,000 Applicant: \$11,970,000 Total: \$51,870,000

**1709 Developing Methods, Cultivating Engagement, and Creating End-user Tools for Wetland Functional Assessment**

Project Applicant: New York Natural Heritage Program

Description: to developing methods, cultivating engagement, and creating end-user tools for wetland functional assessment

Federal Agency: US EPA

Cost: Federal: \$253,970 Other: \$84,657 Total: \$338,627

On a motion duly made (VanEtten/Fagan) and carried, the intergovernmental reviews were approved.

**OTHER BUSINESS**

1. **Other** – there was no other business to be brought before the board.
2. **Next Board Meeting** - the next board meeting will be on July 13, 2017.

**ADJOURN** – on a motion duly made (Draxler/Fagan) and carried, the meeting adjourned at 9:45 AM.

Respectfully submitted,  
Susan Cratsley  
Executive Assistant