

Economic Development & Planning Committee



AGENDA - REGULAR MEETING

OSWEGO COUNTY, NEW YORK

Date/ Time: Tuesday, January 31, 2023 at 9 a.m.

Location: Conference Room E - Legislative Office Building 46 East Bridge Street Oswego

COMMITTEE MEMBERS:

Tim Stahl, Chair	Legislator, 20 th District
Mary Ellen Chesbro, Vice Chair	Legislator, 10 th District
Edward Gilson	Legislator, 3 rd District
Roy Reehil	Legislator, 5 th District
Paul House	Legislator, 8 th District
Noelle Salmonsens	Legislator, 21 st District
Marie Schadt	Legislator, 19 th District

CALL TO ORDER:

- Pledge of Allegiance

APPROVAL OF MINUTES:

- Approval of Minutes for the Economic Development and Planning Committee's regular meeting on November 29, 2022

RESOLUTIONS:

- EP-1** Resolution Authorizing the County of Oswego to Designate a Section 3 Coordinator, Fair Housing Officer and Establish a Revenue and Expenditure Account for Grant Funding Associated with the NYS Community Development Block Grant Program (CDBG) – CARES Act Funding Associated with the CDBG 864 CVHR 102-22, Farmworkers Safety Housing Grant

COMMITTEE REVIEW & DECISIONS:

- BID22-CDPT-013 – Pilot Project Access Oswego Demand Response and Transportation Service
- ARPA Projects – Pulaski Farmer's Market, Hardwood Transformations, Mark's Automotive, Bridie Manor

REPORTING DEPARTMENTS:

- Community Development, Tourism & Planning Department Updates
- Soil and Water Department Updates
- Operation Oswego County Update

ADJOURNMENT:

Economic Development & Planning Committee

DRAFT



MINUTES - REGULAR MEETING

OSWEGO COUNTY, NEW YORK

Date/ Time: Tuesday, November 29, 2022 at 9:00 a.m.

Location: Conference Room E - Legislative Office Building 46 East Bridge Street Oswego, New York 13126

COMMITTEE MEMBERS:

Tim Stahl, Chair	Legislator, 20 th District	Excused
Mary Ellen Chesbro, Vice Chair	Legislator, 10 th District	Present
Edward Gilson	Legislator, 3 rd District	Present
Paul House	Legislator, 8 th District	Present
Roy Reehil	Legislator, 5 th District	Excused
Noelle Salmonsens	Legislator, 21 st District	Present
Marie Schadt	Legislator, 19 th District	Present

STAFF AND GUESTS:

David Turner	Joe Chairvolotti	Austin Wheelock	Donna Scanlon
Phil Church	Dan Breitweg	Frank Castiglia	Holly Carpenter

CALL TO ORDER:

A Regular Meeting of the Economic Development & Planning Committee was called to order at 9:02 a.m. by Committee Chair Tim Stahl with the interim Deputy Clerk of the Legislature Present. The meeting commenced with the Pledge of Allegiance.

APPROVAL OF MINUTES:

Motion to approve the meeting minutes: Legislator Chesbro

Second: Legislator Gilson

Vote: Unanimous, motion carried

The minutes for the Economic Development & Planning Committee Regular Meeting on November 1, 2022 were approved.

RESOLUTIONS:

EP-1 Resolution Authorizing Budget Modification Department of Community Development, Tourism and Planning – Public Transportation Funds

Motion to amend to include updated financials: Legislator Reehil

Second: Legislator Chesbro

Vote: Unanimous, motion carried

Motion to approve as amended: Legislator Gilson

Second: Legislator House

Vote: Unanimous, motion carried

Meeting Minutes

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- EP-2** Resolution Authorizing Budget Modification Department of Community Development, Tourism and Planning – Snowmobile Trail Grants
Motion to approve: Legislator Salmonson
Second: Legislator House
Vote: Unanimous, motion carried
- EP-3** Resolution Authorizing Budget Modification Department of Community Development, Tourism and Planning – HUD Infrastructure Funds
Motion to approve: Legislator House
Second: Legislator Gilson
Vote: Unanimous, motion carried
- EP-4** Resolution Awarding Professional Services Contract – RFP22-CDPT-010 Mobility Management Service
Motion to amend to confirm Option 1: Legislator Chesbro
Second: Legislator House
Vote: Unanimous, motion carried
Motion to approve as amended: Legislator House
Second: Legislator Gilson
Vote: Unanimous, motion carried
- EP-5** Resolution Establishing Capital Project Oswego River Access Project
Motion to amend to reflect cost of \$63,181: Legislator Stahl
Second: Legislator Gilson
Vote: Unanimous, motion carried
Motion to approve as amended: Legislator House
Second: Legislator Chesbro
Vote: Unanimous, motion carried
- EP-6** Resolution Regarding and Alternate Allocation of PILOT Payments Received by the Oswego County Industrial Development Agency Pursuant to General Municipal Law §858(15)
Motion to approve: Legislator House
Second: Legislator Chesbro
Vote: Motion carried 6-1 (Leg. Schadt opposes)

COMMITTEE REVIEW & DECISIONS:

BID22-CDPT-008 – Oswego River Trail Design Development Project approved with unanimous vote (Leg. Reehil motion, Leg. Salmonsens 2nd)

ARPA Projects:

Southern Fare \$100,000 Leg. Reehil motions to table, Leg. Salmonsens seconds (motion fails 3-4, with Leg. Reehil, Leg. Schadt and Leg. Salmonsens in support)

Leg. Stahl motions to approve contingent on property owner approval, Chesbro seconds. Motion carries 5-2.

CNY Arts Center \$250,000 Leg. Gilson motions to approve, Leg. Stahl 2nd, passes unanimously
Oswego Little League \$75,000 Leg. Salmonsens motions to approve, Leg. House 2nd, passes unanimously
Oswego County Fair \$110,376 Leg. Gilson motions to approve, Leg. House 2nd, passes unanimously

3 Sisters Gifts \$\$12,500 Leg. Reehil motions to approve, Leg. Gilson 2nd, passes unanimously
Town of Hannibal Leg. Salmonsens motions to approve, Leg. House 2nd, passes unanimously

REPORTING DEPARTMENTS:

Community, Development, Tourism & Planning Director David Turner Director gave a verbal update

Joe Chairvolotti provides Soil and Water an update

ADJOURNMENT:

Motion to adjourn at 11:11 a.m.: Legislator Reehil

Second: Legislator Gilson

Vote: Unanimous, motion carried

DRAFT

Matthew Reitz
Interim Deputy Clerk of the Legislature

RESOLUTION NO.

February 9, 2022

RESOLUTION AUTHORIZING THE COUNTY OF OSWEGO TO DESIGNATE A SECTION 3 COORDINATOR, FAIR HOUSING OFFICER AND ESTABLISH A REVENUE AND EXPENDITURE ACCOUNT FOR GRANT FUNDING ASSOCIATED WITH THE NYS COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG) - CARES ACT FUNDING ASSOCIATED WITH THE CDBG 864 CVHR 102-22, FARMWORKER SAFETY HOUSING GRANT

By Legislator Tim Stahl:

WHEREAS, Oswego County has entered into an agreement with the Housing Trust Fund Corporation to Administer the CDBG CVHR 102-22, Farmworker Safety Housing Grant and

WHEREAS, Oswego County must comply with all Federal and NYS requirements, and

WHEREAS, Oswego County has submitted a HUD Section 3 plan for this program to ensure that Section 3 Businesses and Workers have been given opportunities to participate in the implementation of the CDBG Farmworker Safety Housing Grant, and

WHEREAS, Oswego County designates Donna Scanlon, Director of Community Development Programs to be the Section 3 Coordinator for the CDBG Housing grants identified as 864CVHR102-22 and 864CVHR34-21, and

WHEREAS, Oswego County designates Kelly Allen, Housing Program Coordinator to serve as Fair Housing Officer for Oswego County CDBG programs, and

WHEREAS, Resolution # 91 of 2022 authorized the Chairman to execute any and all documents that may be necessary to accept and disburse these funds, and

WHEREAS, Oswego County will establish a revenue and expenditure account for this grant program in accordance with HUD and NYSCDBG guidelines for \$600,000.00, now therefore be it; and it is hereby

RESOLVED, that the Oswego County Legislature has previously authorized and supports the implementation of the Section 3 plan for the CDBG grant programs known as 864CV102-22 and CDBG 864 CVHR 34-21; and be it further

RESOLVED, that a grant account be established for the CDBG program known as 864CVHR 102-22 according to Schedule B of the 2020 Awarded Budget and Projected Accomplishments Schedule; and it is further

RESOLVED, that the County Treasurer be, and he hereby is Authorized to transfer the funds from and to the accounts as shown on the attached budget modification request; and be it further

RESOLVED, that a certified copy of this resolution delivered to the County

Treasurer and Budget Officer shall be his authority to affect such transfer and make such adjustments.

RESOLUTION PASSED/FAILED, WITH A VOICE/ROLL CALL VOTE

YES:

NO:

ABSENT:

ABSTAIN:



David R. Turner
Director

**OSWEGO COUNTY DEPARTMENT OF COMMUNITY
DEVELOPMENT, TOURISM AND PLANNING**

COUNTY BUILDING
46 EAST BRIDGE STREET
OSWEGO, NEW YORK 13126

TELEPHONE (315) 349-8292
FAX (315) 349-8279

Daniel Breitweg
Deputy Director

Donna B. Scanlon
*Office of Community
Development Programs*

Kelly Allen
Office of Housing Assistance

INFORMATIONAL MEMORANDUM

SUBJECT: Accept and disburse grant funds.

PURPOSE: To modify the department budget in order to access and disburse two grant awards for safer housing types of activities and to authorize the Chairman and the Treasurer to execute any documents necessary in those processes.

SUMMARY: The County has once again been awarded Community Development Block Grant (CDBG) funding through the NYS Office of Homes & Community Renewal. The resolution also identifies individuals who will be responsible for specific activities required by the funding agency as a condition of these awards.

FISCAL IMPACT: None at this time.

RECOMMENDED ACTION: The committee on Economic Development & Planning committee recommends that the Oswego County Legislature authorize this action.

**COUNTY OF OSWEGO
BUDGET MODIFICATION REQUEST**

ACCOUNT NUMBER			ACCOUNT NUMBER			DESCRIPTION	DOLLAR AMOUNT
ORG	OBJECT	PROJ	ORG	OBJECT	PROJ		
A8020	447890	CDBG1				Federal Revenue	(\$1,006,840)
			A8020	545500	CDBG1	Other Supplies & Expenses	\$1,006,840
A8020	447890	CDBG2				Federal Revenue	\$ (600,000.00)
			A8020	545500	CDBG2	Other Supplies & Expenses	\$ 600,000.00
						Accept & Disburse Grant Funds	
TOTAL AMOUNT							-

COMMITTEE SIGNATURES DATE

COUNTY TREASURER

PERSONNEL DIRECTOR DATE

COUNTY ADMINISTRATOR

DATE

DEPARTMENT HEAD	DATE
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OSWEGO COUNTY PURCHASING
46 East Bridge Street, Oswego, NY 13126
Phone (315) 326-6051 Fax (315) 342-2468
Email: Purchasing@oswegocounty.com

TO: Economic Development and Planning Committee
FROM: Holly F. Carpenter, Purchasing Director
DATE: January 3, 2023
RE: BID Report

1. BID 22-CDPT-013 – Pilot Project Access Oswego Demand Response and Transportation Service

Funding Source: Operating Budget.

Solicitation Process: BID 22-CDPT-013 – Pilot Project Access Oswego Demand Response and Transportation Service was publicly advertised in the official newspaper, on Bidet, and on the Oswego County website on December 6, 2022. It was also sent directly to the following vendors:

- Cedar Bus Company.
- Durham Bus Company
- Golden Sun Bus Company
- Oswego County Opportunities, Inc.
- River North Transit
- Volunteer Transportation (VTC)

Number of responses: One

Who, by title, evaluated the bid/proposal: Donna Scanlon, David Turner with Oswego County Economic Development Planning and Tourism Department, has evaluated the bid received and recommends approval to Oswego County Opportunities, Inc.

Prior price history of this BID, if applicable: See attached spreadsheet

BID 22-CDPT-013 – OSWEGO COUNTY PUBLIC TRANSPORTATION

Name of Company	Location	2023 Proposed Price	Required Documentation VRCS/NCC/VIS/RFC/SHC				
Oswego County Opportunities	239 Oneida Street Fulton, NY 13069	A = \$3.45 B = \$431,440.00	X	X	X	X	X

SHC=Sexual Harassment Certification; VRCS=Vendor Reply Cover Sheet; VIS=Vendor Information Sheet; NCC=Non-collusion Certification; RFC=Resolution for Corporations

A= Price per mile

B= Total cost for service

Evaluation: Oswego County Opportunities, Inc. is the only bidder. There is no objection to the bidder.

Recommended Action: The Oswego County Purchasing Department certifies that the solicitation complies with Oswego County Purchasing Policy and New York State General Municipal Law. The Committee is requested to affirm an award to the low bidder.

OSWEGO COUNTY PURCHASING DEPARTMENT

BID COMPUTATION SHEET



OPENED: January 3, 2023

BID 22-CDPT-013 Pilot Project Access
Oswego Demand Response
Transportation Service

	Oswego County Opportunities, Inc.					
	Price Per Mile	Total Service Cost	Price Per Mile	Total Service Cost	Price Per Mile	Total Service Cost
Year One (1)	\$3.45	\$431,440.00				
Year Two (2)	\$3.70	\$463,664.00				
Year Three (3)	\$3.95	\$493,995.00				
Year Four (4)	\$4.22	\$528,532.00				

Schedule F - Proposed Local Disbursements of ARPA Funds					
Project Name/Applicant	Project Description	Jurisdictional Committee	Request	Task Force Suggestion	Jurisdictional Committee
Desens House	\$12,000 will allow 4 women to become Certified Alcohol and substance Abuse counselors (CASAC) for a residency program that will open in 2023. The certification is through Farnham. Additionally this will pay for 4 refurbished computers to be assigned to them to allow them to help women recover from alcohol and drug abuse in our communities. Desens will work with SUNY Oswego, OCO, CTT, to be able to provide educational services to the women in the program. Program will be funded by Desens house fully once renovations on their building is complete	Health	\$ 12,000	\$ 12,000	
Pulaski Farmers Market	Has asked for \$5,000 to offset negative economic impact of COVID and to continue to provide the market and concert series. They have demonstrated through profit and loss statements a loss of \$3,006 over the course of the pandemic to date. This includes a loss of revenue plus increase costs of concerns.	EDP	\$ 5,000	\$ 3,006	
Hardwood Transformations	They are seeking \$50,000 to help offset the negative economic impact of COVID and have demonstrated through profit and loss statements just in December of 2019-December of 2020 income loss of \$697,000. They would like to use the funds to maintain LEAD certification and hire back employees. They did receive PPP funds in the amount of \$87,986 bringing total loss for just the one	EDP	\$ 50,000	\$ 50,000	
Marks Automotive	They have submitted documentations demonstrating an increase in the cost of the roof to be done of \$20,000. They have submitted documentation about lifts for the shop to be replaced with an increased cost of \$28,396. Demonstrated total amount of \$48,396.	EDP	\$ 35,000	\$ 24,198	
Liberty Resources	Requesting \$170,751 for a program that began in Cayuga County with success. Mobile Crisis specifically designed as a co-response model to provide immediate on-site crisis intervention to youth and adults experiencing a mental health emergency on a limited hour structure. This trained response team, composed of Licensed Therapists and Qualified Mental Health providers, deescalated crisis, diverted unnecessary hospitalizations and linked individuals to needed services in the community. This would create Full time crisis responders and Case Managers for the program.	Human Services	\$ 170,751	\$ 170,000	
Bridie Manor	is requesting \$35,000 of lost revenue assistance and has demonstrated through complete tax returns at least \$50,000 in lost revenue in just the year of 2019-2020. He would like to use some of the funds to help upgrade air quality in the facility.	EDP	\$ 35,000	\$ 35,000	
TOTALS			\$ 307,751	\$ 294,204	\$ -