



PLANNING & ENVIRONMENTAL QUALITY COMMITTEE

Tuesday, September 3, 2024, Time: 1:00 PM
74 Ontario Street, Committee Room 213, 2nd floor
Canandaigua, NY 14424

Committee Members

David Phillips, Chair
Daryl Marshall
William Namestnik
John Pruett
Christopher Vastola
Mark Venuti
Andrew Wickham

1. Call To Order:

The Planning & Environmental Quality Committee meeting was called to order at 01:00 PM on September 3, 2024.

Members Present: Supervisor(s) David Phillips, Daryl Marshall, William Namestnik, John Pruett, Christopher Vastola, Mark Venuti, Andrew Wickham.

Others present in addition to committee members:

- Chris DeBolt, County Administrator
- Alissa Bub, Deputy County Administrator
- Holly Adams, County Attorney
- Tom Harvey, Planning Director
- Julie Barry, Sr. Planner
- Thomas Lyon, Sr. Planner
- Jim Kier, Code Enforcement Officer
- Linda Phillips, Sr. Planner
- Tim Jensen, Associate Planner, via WebEx
- Kristin Voss, BOS Clerk
- Kaitlynn McCumiskey, via WebEx
- Dave Shaw, Reporter
- Nancy Yacci, Canandaigua City Supervisor
- Nellie Puma, Deputy Finance Director
- Ryan Davis, Economic Developer
- Michael Wojcik, Sr. Fiscal Manager
- Regina Sousa, Sr. Planner
- Megan Webster, Soil and Water Director
- Mo Tidball, Cornell Cooperative Extension Director
- Brian Sanders, Casella General Manager
- Valerie Knoblauch, Visitors Connection President
- Tracey Burkey, Visitors Connection V.P. of Destination Development

2. Approval Of Minutes:

Supervisor Mark Venuti motioned to approve the draft minutes of the August 12, 2024 Planning & Environmental Quality Committee meeting. The motion was seconded by Supervisor John Pruett. The motion passed.

Yes: Supervisor(s): David Phillips, Daryl Marshall, William Namestnik, John Pruett, Christopher Vastola, Mark Venuti, Andrew Wickham. No: Supervisor(s): None. Abstain: Supervisor(s): None.

3. Team Agency Updates:

Mo Tiball talked introduced, Jenna, an intern, that will be working with them this semester. She will be working with the food pantries to supply them with bumper crops from local farmers and gardeners, restarting the venison donation program for food pantries, and assisting with Ag. in the classroom. CCE will also be hosting a Fall Fest/Open House at the 4-H camp on October 19th.

Megan Webster passed out the most recent copy of their newsletter. She then presented pictures and information on a few of the projects that they have been working on.

4. Casella:

Brian Sanders presented the following updates regarding landfill operations:

- They are placing clay and liner in the final cell. They are about 3 weeks behind schedule due to weather, but this won't impact the project.
- The Ventury project parts should be here tomorrow, and it should be fully functional in the next two weeks.
- They will be extending the gas header across the top and around the front to provide for additional future hook-ups.
- They continue to seed slopes.
- The annual East lagoon cleaning has started.

5. Sustainability & Solid Waste Management:

Regina Sousa provided the following department updates:

- They collected 117 mattresses at the South Bristol mattress collection event. Registration for this event was full and had a long wait list.
- This Saturday at the Town of Farmington they will be hosting a tire collection event. Registration for this event is full and has a wait list.
- The fall household hazards waste (HHW) event will be held in the Town of Bristol on September 21st. They currently have about 170 residents registered.
- The next paper shredding event will be held on October 4th.
- The next E-Waste collection event will be held on October 12th.
- Backyard composting kit sales will open again on October 2nd. There are 200 kits available.

6. Board Of Supervisors:

Kristin Voss, presented a resolution entitled, "Resolution Accepting the Landfill Alternatives Analysis Report".

Supervisor John Pruett motioned to approve the resolution as presented. The motion was seconded by Supervisor Daryl Marshall. The motion passed.

Yes: Supervisor(s): David Phillips, Daryl Marshall, William Namestnik, John Pruett, Christopher Vastola, Mark Venuti, Andrew Wickham. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Kristin Voss, presented a resolution entitled, "Amendment and Extension to MSW Landfill Consultant Contract".

Supervisor Daryl Marshall motioned to approve the resolution as presented. The motion was seconded by Supervisor Christopher Vastola. The motion passed.

Yes: Supervisor(s): David Phillips, Daryl Marshall, William Namestnik, John Pruett, Christopher Vastola, Mark Venuti, Andrew Wickham. No: Supervisor(s): None. Abstain: Supervisor(s): None.

September 24th and 25th are being tentatively being looked at for the public outreach sessions.

7. Economic Development:

Ryan Davis provided the following department updates:

- In June, July, and August about 50 BR&E (Business Retainage & Expansion) visits were conducted.
- The EDC will be closing out two loans soon and there is one presentation scheduled for next week for a new loan.
- The IDA is still waiting to schedule a public hearing for one proposed project.
- Their GRE (Greater Rochester Enterprise) site listing will be updated soon.
- The department has a kick-off meeting schedule for the redesign of the EDC/IDA website.

Ryan Davis received feedback from many supervisors after the last committee meeting and has updated the job description for the Community Development /Downtown Coordinator Position. A lengthy discussion ensued regarding the position description and the position's deliverables.

Supervisor Marshall feels that this should be under the Economic Development Corporation and not the Economic Department. Supervisor Vastola feels that the minimum qualifications are too low. Mr. Davis noted that these qualifications are set by HR and are only the minimum, not the maximum qualification. Supervisor Wickham feels that the committee is trying to micromanage this position too much, and we should let the department head manage the position. Supervisor Pruett thinks the job description is good, but there should be deliverables for the job justification. He would like to see a subcommittee do an evaluation of the department and see if it should be reorganized to be more effective. Mr. Davis noted that they will be having an outside company redo their strategic plan in 2025 that includes looking at the organization of the department and future goals. Supervisor Namestnik feels that there needs to be a strategic focus built into the job description.

Supervisor Andrew Wickham motioned to approve the job description of the Community Development /Downtown Coordinator Position as presented. The motion was seconded by Supervisor Mark Venuti. The motion failed.

Yes: Supervisor(s): David Phillips, Mark Venuti, Andrew Wickham. No: Supervisor(s): Daryl Marshall, William Namestnik, John Pruett, Christopher Vastola. Abstain: Supervisor(s): None.

8. Tourism:

Val Knoblauch reviewed a few of their upcoming activities and events. The virtual museum project is progressing, and they will start testing sample models soon. Their 40th anniversary celebration will be held on September 17th and all supervisors are invited.

Tracey Burkey talked about the Destinations East Trade Show that will be held in Niagara Falls this fall. They will be attending this show as part of the Waterfronts group. She has recently been asked to be part of the Small Destinations Task Force. This is part of Destinations International. The task force is looking at issues that small destinations face.

9. Planning Department:

Jim Kier and Tom Harvey gave a brief presentation on the County Code Enforcement Office's roles, responsibilities, reporting, challenges, and opportunities.

Julie Barry let the committee know that the Ontario County Beach Park renaming committee has been

established, and they held their first meeting. Once they have come up with a short list of names, they will poll county staff to choose the name. A resolution to officially change the name will be brought to the Board for approval.

Tom Harvey reported to the committee that the Water Resources Council received the scoring criteria feedback. The feedback was to have a section for equitable distribution across watersheds. The Council updated their scoring to incorporate this. The Council has released their call for projects and they are due back at the end of next week.

Thomas Lyon, presented a resolution entitled, "Ontario County Parks and Recreation Master Plan - Determination of Significance".

Supervisor Mark Venuti motioned to approve the resolution as presented. The motion was seconded by Supervisor Andrew Wickham. The motion passed.

Yes: Supervisor(s): David Phillips, Daryl Marshall, William Namestnik, John Pruett, Christopher Vastola, Mark Venuti, Andrew Wickham. No: Supervisor(s): None. Abstain: Supervisor(s): None.

Tom Harvey, presented a resolution entitled, "Acceptance of Round 19 Water Quality Improvement Program Grant for Black Brook-Black Creek Drainage Study".

Supervisor Andrew Wickham motioned to approve the resolution as presented. The motion was seconded by Supervisor Christopher Vastola. The motion passed.

Yes: Supervisor(s): David Phillips, Daryl Marshall, William Namestnik, John Pruett, Christopher Vastola, Mark Venuti, Andrew Wickham. No: Supervisor(s): None. Abstain: Supervisor(s): None.

10. Unfinished Business:

11. Next Meeting Date And Time:

September 23, 2024 at 1:00 PM.

12. Adjournment:

On a motion of Supervisor Mark Venuti, seconded by Supervisor John Pruett, the Planning & Environmental Quality Committee meeting was adjourned at 02:49 PM.

Respectfully Submitted, Kristin A. Voss, Clerk