

SOUTHERN TIER WEST REGIONAL PLANNING & DEVELOPMENT BOARD

MINUTES – OCTOBER 19, 2023

The regular monthly meeting of the Southern Tier West Regional Planning & Development Board was held on October 19, 2023, at 1:00 PM at the Southern Tier West Offices.

Board Members

Kier Dirlam, Vice Chairman
Deb Root
Carissa Knapp
Jerry Scott
Craig Clark
Robert Keis, Secretary
Chuck Couture
Don Benson
Don McCord, Chairman
Rebecca Wurster
Kortney Keyes

Representing

Allegany County
Allegany County
Allegany County
Allegany County
Allegany County
Cattaraugus County
Cattaraugus County
Cattaraugus County
Chautauqua County
Chautauqua County
Seneca Nation of Indians

Others Attending

Angie Kennedy
Richard Zink
Kimberly LaMendola
Sarah Phearsdorf
Stephanie Beneng
Jon Mayr

Representing

Seneca Nation of Indians
Staff
Staff
Staff
Staff
Staff

Chairman Don McCord called the meeting to order at 1:00 p.m. Introductions were made, and a sign-in sheet was circulated.

Minutes of the Previous Meeting

Chuck Couture made a motion to accept the September 21, 2023, minutes with corrections noted. Deb Root seconded the motion and it carried.

Correspondence

There was no correspondence.

Project Review Report

Secretary, Robert Keis made a motion to acknowledge receipt of the Project Review Report, Vice Chairman Kier Dirlam seconded the motion and it carried.

Executive Director's Report

1. FY2024 Appropriations Update

President Biden signed a continuing resolution after Congress passed a last-minute bill to avoid a federal shutdown. The bill provided over \$18 billion to communities struggling after natural disasters.

2. LDD/EDA 2024 Applications

Board approval was needed to submit STW's yearly application to ARC in the amount of \$300,000 and to EDA in the amount of \$70,000. Don Benson so moved, Chuck Couture seconded the motion and it carried.

3. IJA (Infrastructure Investment and Jobs Act) Funding

- Southern Tier West was allotted \$1,185,000 for 2022 and again for 2023. Over the five-year period that equals \$5,925,000 for IJA designated projects through FFY2026.

4. CEDS

Staff is fine-tuning the 2023 CEDS document and a link will be sent to the US Department of Commerce Economic Development Administration for final approval.

5. IEDC ERC Program

Southern Tier West's project has been selected to advance to the ERC match interview stage. The Fellow responsibilities and scope of services will provide the southern tier west region with a dynamic, in-person business skills training program that will meet the unique needs of individual locales and business communities, while building social capital and trust within each learning cohort. The scope of services includes business skills program design, community organizing and entrepreneurial culture building, and regional business development strategic planning.

6. STW IJA Project Proposal

The Southern Tier West IJA project proposal is "Conserving Farmland Assets and Transitioning Farms to the Next Generation" in the amount of \$200,000. Products of the proposal include regional LESA analysis of high priority farmland combining soil classifications, ag exemptions, ag districts, and on-farm investment and infrastructure assets; transition planning services for farm business owners; strategic plan for conservation easement program to assist farms in transition; and educational materials on farmland conservation for municipalities and the public. The goals include maintaining a strong agricultural asset base and following through on county agricultural development and farmland protection plans.

7. Staff Updates

Kristen Tim and Deanna Garwol currently on STW payroll will be switched over to NYSAWG payroll.

Southern Tier West Program Reports

1. **Local Government Program**
2023 Fall Planning & Zoning Training, Floodplain Management Webinars, Records Management in the City of Salamanca
2. **Comprehensive Economic Development Strategy (CEDS)**
2023 CEDS Document submitted to EDA, CEDS Focus
3. **NYS DEC Climate Smart Communities**
Finalizing the Village of Portville's Climate Change Adaptation and Resilience Plan; starting up Portville's Sustainability Committee; Planning Allegany's Sustainability meetings; planning a transportation listening session
4. **NYS DEC Baseline**
Drafting a DWSP2 Plan with Village of Cattaraugus; Organizing Floodplain Management Webinars
5. **GIS Program**
STW created high-definition base maps of an area in Niobe where beaver dams and flooding have been an issue
6. **Cattaraugus County Career Academy**
2nd Workforce Development Extravaganza on October 13, 2023; recruiting for the CCAA Program

Southern Tier West Affiliation Reports

1. **STEDO**
STEDO is closing a loan in Chautauqua County, there are funds available for lending.
2. **STERA**
STERA met on October 16, 2023. Discussion was on NYS DOT PFRAP funding for a Bridge and Tie and Rail Replacement PFRAP Project.
3. **Southern Tier West Angel Fund**
Two new businesses will be joining soon.
4. **Southern Tier West Development Foundation**
The STW Development Foundation will meet on October 24, 2023 to discuss its future and review annual financials.

Committee Reports

1. Local Government Conference Planning Committee

The next meeting of the Local Government Conference Planning Committee is scheduled for Tuesday, November 28th at 1:00 p.m. via Zoom.

Public Comment

Don Benson reported on the project in Onoville (new signs, new restrooms, new roads) are in the works for next year.

Kier Dirlam reported that Allegany County is working on a Hazard Mitigation Update.

Rebecca Wurster reported that Chautauqua County is working on a County-wide Housing Market Study and Analysis and that Chautauqua County recently approved funding from its American Rescue Plan Act allocation to build out broadband infrastructure across the county, specifically in those areas that are unserved and underserved.

Deb Root reported that Allegany County completed a Strategic Plan for Economic Development.

Carissa Knapp reported that a GIS Study (Needs Assessment of the County) for Allegany County is being completed.

Kortney Keyes reported that the Seneca Nation is meeting on their IJJA Project to complete budget work, and the Seneca Nation is doing a Feasibility Study on the Oil Springs Reservation.

Angie Kennedy reported that the Seneca Nation received a grant from NYS DOT to build a new bus facility, and they have started a circulator route for the Seneca Transit System. The Seneca Nation received a grant for a regional transit hub on Routes 5 & 20.

Audit Abstract

Jerry Scott moved to accept the August/September/October Audit Abstracts. Chuck Couture seconded the motion and it carried.

Next Board Meeting

The next regular monthly meeting of the Southern Tier West Board of Directors will be held on December 21, 2023, at 1:00 PM at the Southern Tier West Offices.

Adjournment

Chuck Couture made a motion to adjourn, Deb Root seconded the motion and it carried.

sjp