



PLANNING AND ENVIRONMENTAL QUALITY COMMITTEE

Time: 1:30 PM

Location: Municipal Building

2nd Floor, Room 200

20 Ontario Street

Canandaigua, NY 14424

March 16, 2020

MEMBERS PRESENT

Supervisors Singer, Bateman, Wickham, Hicks, and Venuti. Supervisor Lightfoote via phone. Supervisor Guard was declared necessarily absent.

OTHERS PRESENT

Deputy County Administrator Brian Young, Chairman Jack Marren, County Attorney Holly Adams, Finance Public Health Director Mary Beer, Planning Director Tom Harvey, Sustainability & Solid Waste Management Director Carla Jordan, Assistant County Attorney Art James, Casella General Manager Brian Sanders, Casella Engineer Amy Dill, Cornell Cooperative Extension Director Tim Davis, Director of Ontario County Soil and Water District, Megan Webster, and Deputy Clerk to the Board Diane Foster.

CALL TO ORDER

The meeting of the Planning & Environmental Quality Committee was called to order at 1:30 p.m. by Chair Singer.

UPDATE on COVID-19

Mary Beer gave an update of the COVID-19 Crisis, noting the following:

- Saturday discussion was about the schools and to declare a state of emergency for the schools to receive funding and to allow for a waiver of the 180-day instructional requirement.
- She noted that all the surrounding counties had also declared the state of emergency.
- She clarified that Public Health did not close the schools, that was the decision of the schools.
- No kids are to come in for school until after 6 pm.
- Got their first positive case in Ontario County.
- The patient has been cooperative and in quarantine.
- There was a press conference with the media this morning.
- They opened their Emergency Operations Center
- The Governor said all casinos gyms, theaters, bars and restaurants need to close with restaurants allowed for takeout or delivery.
- The Governor said all local governments need to decrease their onsite staff by 50% until further notice.
- They are working with the hospitals; they are trying to lengthen

the curve of the epidemic by social distancing.

Brian Young noted the Governor is requesting the local governments to have non-essential employees not report to work to reduce their workforce by at least 50% until March 31st.

Chairman Marren stated he closed the Victor Town Hall for two days to have the time to put a plan in place.

Additional conversation ensued on how the Governor's announcements are advancing the actions that are being taken.

MINUTES

Supervisor Bateman made a motion to approve the minutes of the Planning and Environmental Quality Committee meeting on February 24, 2020. Supervisor Tamara Hicks seconded the motion. The motion carried.

CASELLA

♦ *Update*

Mr. Brian Sanders presented the following updates:

- Weather is finally cooperating; they are currently installing a horizontal on the north slope.
- They are putting three runs varying in length on the north slope.
- Last week, they made several minor repairs on the gas infrastructure on the north slope.
- They started significant intermediate cover on the upper half of the north slope.
- They have roughly 4 to 4 ½ acres of intermediate cover on the east slope.
- Hauled leachate off to prepare for springs wet weather.
- They did close on Friday, March 13th due to wind.

SUSTAINABILITY AND SOLID WASTE

Department Update:

♦ *Municipal Funding Contracts*

Carla Jordan gave the following update:

- In the budget there was approximately \$40K in Municipal seed monies. They got their first request of reimbursement from the City of Canandaigua for \$5,000 for two things they are doing in the City: One, they purchased the Sort a Simple magnets and the information on the website and the events that they hold. They would like to mail them to every single resident. Two, they had a waste assessment done and would like to implement some of the measures suggested by Impact Earth.

The Planning and Environmental Quality is in approval with the City of Canandaigua's request.

♦ *School District Funding Contracts*

- She reminded the Committee there is \$27K in the budget to provide \$3,000 to each school district towards implementation of waste diversion programs. Once a waste assessment is complete by a school district, they are eligible for an additional

\$3,000 for containers and signage.

The Planning & Environmental Quality Committee is in approval of Marcus Whitman's request of the \$3,000 reimbursement.

- ◆ **Resolution:** *Authorization to Sign Registration Form for the Household Hazardous Waste Collection Events*
Carla Jordan presented the resolution to authorize the County Administrator to sign the registration form for the Household Hazardous Waste Collections Events for Casella to submit. The events are to be held April 25th and September 12th.

Supervisor Wickham motioned to approve the resolution, seconded by Supervisor Bateman. Motion carried.
- ◆ **Resolution:** *Award of Contract to Brand Builders, LLC. for the Implementation of a Backyard Composting Program*
Ms. Jordan presented a resolution for a contract with Brand Builders LLC not to exceed \$30,000 to assist with backyard composting to residents.

Supervisor Venuti motioned to approve the resolution, seconded by Supervisor Tamara Hicks. Motion carried.
- ◆ **Additional Update**
A document with a strategic plan schedule was presented, Ms. Jordan explained with the gathering of data requested for other efforts at the County level and has affected the strategic plan schedule and the ability to move it forward. She said Causewave was hoping for twenty letters, yet they still only have ten. They would like to extend the survey time frame for the entire month of April. Public participation is important for the process. Although they will not have an approved strategic plan by budget time, the goal is to still have all of the strategies and tactics identified.

COUNTY ADMINISTRATOR

- ◆ *Updates*
Brian Young gave the following updates:
 - They have a remote work policy they will be implementing.
 - IT can push out remote work with their software.
 - DMV is closing in Geneva and looking at appointment only.
 - Mental Health Dept is looking to do their sessions telephonically.
 - Office for the Aging is in desperate need for volunteers to deliver meals.
 - Ordered sanitizer and wipes through EMO.
 - Enhanced cleaning has established by custodial staff

Carla Jordan also noted the tire event schedule for March 21st in the Town of Victor will be rescheduled.

Holly Adams reported the Town and Village Courts are closed, but essential matters are to be addressed at centralized arraignments. The appearances will be adjourned out.

SOIL & WATER DISTRICT

Megan Webster noted for the Victor tire recycling event, the next event is in June in Farmington and they will push the Victor residents to the June event.

**CORNELL COOPERATIVE
EXTENSION**

Tim Davis reported on the following:

- They have canceled all their events until April 12th and that date may be extended.
- The Ag Appreciation Banquet has been postponed to May 8th.
- There is information related to COVID-19 on their website for Ag related farms and businesses.
- They are looking to on-line option programs especially for children at home.
- Regarding camp, they are only taking holds, they are still encouraging to apply for camp, but they will waive the deposit fee in case they have to cancel.
- Camp Kuwanis is closing for the 2020 season.

PLANNING DEPARTMENT

Tom Harvey reported the CENSUS is suspended. They are doing more online. They are trying to work through 211 for information. They have been pushing information out to Code Enforcement Officers. All park fees for state and local parks are being waived.

EXECUTIVE SESSION

At 2:22 PM, Supervisor Wickham made the motion, seconded by Supervisor Venuti, to go into executive session regarding discussion on the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation, and to confer with counsel; motion carried.

At 3:12 PM, Supervisor Venuti made the motion, seconded by Supervisor Teed, to leave executive session; motion carried.

ADJOURNMENT

On motion of Supervisor Wickham seconded by Supervisor Teed, the meeting was adjourned at 3:13 pm.

Respectfully Submitted
Diane R. Foster,
Deputy Clerk to the Board