



**June 21, 2018
Meeting Minutes**

CALL TO ORDER– Chair Joseph Hauryski called the meeting to order at 9:00 AM in the STC conference room.

ATTENDANCE

Chemung County – Nicolette Wagoner; Randy Reid; Tom Sweet; Ernie Hartman

Schuyler County – Timothy O’Hearn; Philip Barnes

Steuben County – Amy Dlugos; Joe Hauryski; Jack Wheeler; Jamie Johnson; Scott VanEtten; Steve Maio

STC Staff – Marcia Weber; Maggie Costello; Brittany McKerlie; Chelsea Robertson; Stephanie Yezzi; Yvonne Saxton

APPROVAL OF THE MINUTES – On a motion duly made (Johnson/Hartman) and carried, the minutes of the May 17, 2018 meeting were approved.

COMMITTEE REPORTS

AUDIT COMMITTEE

Abstract of Claims – The audit committee reviewed abstracts totaling \$40,872.64. On a motion duly made (VanEtten/Wheeler) and carried, the abstracts were approved.

BUDGET AND PERSONNEL COMMITTEE

1. **New/Renewal of Lease for STC Office**- Joe Hauryski reported that the budget and personnel committee reviewed the renewal for STC’s lease with the Krog Group. It was decided that a 5 year lease (3 years with an option to extend for 2 years) will be renewed contingent upon the Krog Group correcting the issues on the list of concerns that has been presented to them for the last year. Upon a motion duly made (VanEtten/Barnes) and carried, the lease renewal with contingency was approved.
2. **Responses to RFP for STC’s Legal Work** - The budget and personnel committee recommended approval of the proposal from the law firm of Welch & Zink (specifically, Attorney Jeff Evans) for STC’s legal work. More information was requested on the subject of what was covered under the retainer; assuming the response is satisfactory, upon a motion duly made (Hartman/Wagoner) and carried, the board approved Attorney Jeff Evans as STC’s legal representative.

REGIONAL PROGRAM ACTIVITIES

1. **Regional Leadership Conference** – Chelsea Robertson gave a brief overview of this year’s Annual Regional Leadership Conference held on April 5. She said there was good participation from all counties. The most popular sessions were the ones on Sustainable and Healthy Forest and Telecommunications and Model Ordinances for Cell Towers. Many participants said the connections they are able to make through the conference are very helpful to them. The registration fee was raised this year, which helped financially. It was

mentioned that raising the vendor's fee would bring STC more in line with other area conferences and would also increase the revenue.

Jamie Johnson suggested a facilitated discussion session for the next conference, something recently done successfully at an economic development conference. "60 in 60" refers to 60 ideas being raised in 60 minutes, with a lively discussion resulting.

2. **Transition Activities** – Marcia said the transition due to her impending retirement is going well. Other staff are taking on the projects she has been responsible for, and she is meeting with staff to pass along information. She will continue to be available for discussions after the 29th. Joe Hauryski said that the retirement party for Marcia was a great send off. She has done an outstanding job for STC and will be missed greatly. The board hopes she enjoys her well-deserved retirement.
3. **ESD Grant Application** – Chelsea said she is writing a grant for ESD funds and one for ARC funds as a match; the structure is like the current Planning in Water's Way grant. The new grant would address the placement and design of cell towers. She has been working with Nicolette Wagoner and Mark Ryckman on it. STC will be the lead applicant, and the grant will contain 5 items:
 - 1) Develop a cell tower asset inventory along the I-86 Corridor
 - 2.) Identify prime locations and situations in which it's appropriate to build more towers
 - 3) Design a model ordinance for municipalities, so there's consistency of design and structure along the corridor
 - 4) Set aside money to work with an attorney to vet the ordinance and to educate municipalities on what they can and cannot do because of telecommunications law
 - 5) Education and outreach on that model law

The estimated project cost is \$90,000 - \$100,000. This is still in the preliminary stages, but Chelsea will have a formal write up of this grant at the next meeting.

OTHER BUSINESS

1. **Next Board Meeting** – The next board meeting will be on July 19, 2018.

ADJOURN – on a motion duly made (Barnes/VanEtten) and carried, the meeting adjourned at 9:32 AM.