

TUG HILL COMMISSION

MINUTES OF MEETING

May 16, 2022

Turin Municipal Building, 6312 East Main St. Turin

Via Zoom – us02web.zoom.us/j/86573052992 Meeting ID: 865 730 52992

Chairman Bogdanowicz opened the meeting at 10:06 a.m.

Opened

Commission members included Messrs. Bogdanowicz, Boxberger, Maciejko, and Mdm. Ritter and Cheresnoski. Staff included Katie Malinowski, Gwen Decker, Jennifer Harvill, Taylor McKinney, Matt Johnson, and Patricia Shulenburg. Circuit Riders Angie Kimball, John Healt, Mickey Dietrich, and Paul Baxter. Guests – Donna Dolhof, village of Lyons Falls, Tim Kelley, town of Amboy, Lee Willbanks, counsel.

Attendance

On a motion made by Commissioner Boxberger and seconded by Commissioner Maciejko members approved the agenda as presented.

Agenda Approved

On a motion made by Commissioner Boxberger and seconded by Commissioner Maciejko members approved the minutes of April 18, 2022.

Minutes Approved

Chairman's report followed.

Chairman's Report

Chairman Bogdanowicz welcomed everyone and thanked Turin for hosting the meeting. The Local Government Conference held at Turning Stone on April 19 was a success. Planning for 2023 is underway.

Welcome

Chairman Bogdanowicz asked members to review the draft video conferencing policy (handout) for the commission to have the ability to hold meetings and maintain a quorum and people who cannot attend in person, due to circumstances, that provides the option to participate via video conference

Whereas the 2022-2023 New York State Budget added Public Officers Law §103-a, which allows members of public bodies to participate in meetings via video conference from a location that is not accessible to the public so long as certain conditions are met, including that a majority of the board meets from a publicly accessible location(s); and

Resolution 2022-01

Whereas the Tug Hill Commission ("Commission") is a "public body" within the meaning of Public Officers Law §103-a; and

Whereas the Commission desires that its commissioners be able to participate in meetings via video conference as allowed by the provisions of Public Officers Law §103-a.

Be it resolved now therefore the Commission hereby:

authorizes its commissioners to participate in meetings using video conferencing technology in a manner consistent with Public Officers Law §103-a and the attached policy on video conferencing.

On motion made by Commissioner Boxberger and seconded by Commissioner Maciejko members approved the Video Conference Policy as presented.

Financial Disclosure Statements are due today. Please complete if you have not.

We still lack two governor's appointments on our board. If you know of someone that may be interested, please let us know. We need a member from Oneida County, and a member-at-large.

We are in the planning stages for the August retreat. Ideas include the new cross-country ski establishment in Osceola, invite Landvest to do presentation on new ownership and the property; park in Oswego County; bring in a facilitator to help us brainstorm with strategic planning.

Executive Director's report followed.

Executive Director's Report

Mrs. Malinowski reported the Community Recognition Award nominations are open through June 1, 2022. We have received some inquiries, but no applications have been submitted.

Administration

A remote interview was done with the candidate for the planner position two weeks ago. He has graduated from college now, and we will do a second interview with him in person tomorrow at the commission office.

Local Government Conference information (handouts) including 2022 survey results; financial chart and attendance chart comparisons from previous years; location options for 2023. We had a loss this year of ~\$8,000 with the effects of the pandemic, low attendance, and weather issues; the location and food prices were more expensive; the additional cost of lodging and renting vehicles to transport tables, exhibit and other items and materials. Overall, the survey results were positive with the location of the conference at Turning Stone. Options for 2023 include:

LGC

Turning Stone available dates:

Wednesday, April 5 and Thursday, April 6 (week before Easter)

- o 45 overnight rooms at state rate (\$96/night)

- o \$33,000 minimum on food

- o \$3,000 conference rooms rental

Thursday, May 4 and Friday, May 5

- o 45 overnight rooms at regular rate (\$169/night)

- o \$33,000 minimum on food

- o \$3,000 conference rooms rental

Adjust format to offer a specialized three hour training the first afternoon (something different, i.e. drones), hold reception (heavy hors d'oeuvres) with sponsors/exhibitors/speakers/etc. that evening prior, normal conference the next day but with no reception at 4 pm. Eliminates speaker dinner. Encourages overnight attendance. Likely eliminate one track (clerks or emerging issues). Consider increasing registration fee to \$85, increasing exhibitor fee to \$500 (tentatively).

Jefferson Community College available dates:

Thursday, March 30 (setup) and Friday, March 31 (conference)

Monday, March 27 (setup) and Tuesday, March 28 (conference)

Normal format from previous years.

A discussion took place and commissioners prefer Turning Stone venue for April 5 and 6 with the state rate for lodging.

We have had a request from the Turin Ridge Riders for the commission to consider being the administrator for a trail grant application with the Northern Border Regional Commission. A letter of intent was submitted, and they need to put in a full application by the middle of June. This would be to create a trail with willing landowners and consist of equipment for trail clearing, excavation, and grooming. The grant amount is \$380,000 and the Turin Ridge Riders would need to have 25% of the funds and the NBRC will fund the rest. There would be a fee for the commission to offset some of the cost. This could be a good opportunity for staff to work with NBRC and be involved in the process.

**Northern Border
Regional Commission**

Mr. Willbanks advised for the commission to be conservative if they take on the administrative role to work on the grant but be cautious about the funding aspects and the rights and responsibilities that are involved.

Mrs. Malinowski will provide the board with a copy of the agreement for consideration.

The commissions 50th Anniversary celebration will be held at Tailwater Lodge in Altmar on October 19, 2023.

50th Anniversary

Mrs. Malinowski has asked Robert McNamara to look at the commissions logo for ideas to update it.

Mrs. Malinowski provided members with a handout (not included in packet) to review for a partnership with PBS to do a series/documentary concept and run the programs around the time of our 50th anniversary next year. The cost is \$60-75,000. Filming would start this fall and include a combination of locations and interviews. This would be great opportunity to showcase and share our information.

Last year the commission exhibited for the first time at three county fairs. We are preparing for exhibiting again this year. All four counties will be holding fairs this summer. We have a sign-up calendar for time slots and locations for staff and board who can volunteer at the commission exhibit table.

County Fairs

We received communication from staff at Assemblywomen Gunther's office that the bill isn't going forward this year. We have not been able to talk with her office more about this. We'll take a break and wait to see about redistricting and who our representatives will be.

MMR

We've been working on a road analysis map (handout) and talking with Ryan Piche and Tim Hunt in Lewis County regarding Flat Rock Rd. and put together the map. Mr. Piche will be speaking at about ideas on the Tug Hill roads planning at the CTHC Spring Dinner meeting Thursday.

Roads Analysis

The Black River Watershed Conference is June 9 at 3 Willows Event Center in Lyons Falls.

**Black River Watershed
Conference**

CTHC – Ms. Kimball reported the village Adams playground committee has been doing fundraising to the playground project; Lyons Falls – Donna Dolhof is the new mayor and there is a new trustee; Port Leyden has a new mayor and lost a trustee; town and villages are working on annual reports; Martinsburg – Flat Rock Rd issue; solar projects and new assessing methods; wind farm issues with municipalities not receiving funds yet; Osceola – MMR process; Redfield – deputy supervisor has approval to serve as supervisor, as previous supervisor passed; working on snowmobile laws; Turin working on water grant; towns and villages working on zoning laws; official road maps have been done, now verifying if they were filed properly; comprehensive plans are being worked on.

COG Reports

The 2021-22 financial statement (handout) to date was provided. We are almost at the year end. We under our budget. It all looks good. **Finance Report**

The 2022-23 financial statement (handout) was provided. This is the first statement for this fiscal year. The budget was approved in April. We started the paperwork for purchasing a vehicle, which will take months. Staff all have new laptop computers. New IT company is working out well.

Commissioner Bogdanowicz opened the floor for public comment.

Public Comment

There being no further business, on a motion made by Commissioner Boxberger and seconded by Commissioner Maciejko members adjourned the meeting at 11:17 a.m.

Adjourn

These minutes were approved by the Board of Commissioners.

Tom Boxberger

Secretary