

**INTERGOVERNMENTAL AFFAIRS COMMITTEE
KENNEDY, OBERACKER, MARIETTA, FARWELL, SHANNON
March 15, 2018**

BOARD OF ELECTIONS –LORI LEHENBAUER

Lori Lehenbauer stated that the County BOE van is in need of servicing and that the Machine Tech will need training on the EMS system and therefore requested approval for the following budget transfers:

Transfer from	1450-4500A	M&S	\$900
Transfer to	1450-4515A	Vehicle Repairs	\$900
Transfer from	1450-4500A	M&S	\$1100
Transfer to	1450-4050A	Training	\$1100

Representative Oberacker moved for approval. Seconded, Shannon. Total: 2,393; Ayes: 2,393. Motion carried.

PLANNING –KAREN SULLIVAN

Karen Sullivan requested approval to declare the month of April as Fair Housing Month. Representative Farwell moved for approval. Seconded, Oberacker. Total: 2,393; Ayes: 2,393. Motion carried.

Karen Sullivan gave an update regarding the CDBG Environmental Review for the Otsego County Tiny Homes project, SEQRA and NEPA Environmental Assessment have been approved by the Certifying Officer. Finding of No Significant Impact/Notice of Intent/Record Release of Funds was printed in The Daily Star on March 12, 2018, to be completed April 13, 2018.

Karen Sullivan reviewed her department's response to the questions concerning county governance.

Karen Sullivan announced there will be a spring land use training session on April 10th and a floodplain workshop on April 18th.

Karen Sullivan discussed the revolving loan program and the status of the accounts. Ms. Sullivan stated that the OCR is undergoing an audit and will be revamping their program income policy. The committee discussed the deadline to allocate funds already on hand and discussed possible projects. Karen Sullivan stated she would follow up with THOMA for grant administration and Jody Zakrevsky of Otsego Now. The committee discussed creating a loan review committee.

Karen Sullivan discussed looking into multimedia advertising for transportation next year as it is too costly for this year.

Representative Shannon inquired about the IRT program and if there is an upcoming one that they could visit and observe.

Karen Sullivan presented a draft flow chart outlining the procurement process, stating she would eventually like to present it at the Department head meeting.

OTSEGO NOW –JODY ZAKREVSKY

Karen Sullivan gave Jody Zakrevsky an update regarding the revolving loan program. Jody Zakrevsky discussed small business grants v. economic development projects. Karen Sullivan stated that next she would like to review the loan application with the changes and formulate a final application process.

Jody Zakrevsky gave a summary of the meetings he had recently attended and discussed the training programs being offered by Otsego Now.

OTHER –COMMUNITY EVENTS GRANT

The committee reviewed the criteria for the Community Events Grant program and began to discuss how to evaluate the applications received. Representative Marietta prepared a spreadsheet to help organize and analyze the grant requests. The committee decided to continue the review process at the next IGA meeting.

There being no further business to discuss, the committee adjourned until Tuesday, March 27th at 9 a.m. at the County Office Building.