

Appendix A – Planning Committee Minutes

CATTARAUGUS COUNTY

DEPARTMENT OF PUBLIC WORKS

Development – Progress – Workmanship

*Joseph T. Pillittere
Commissioner*

*Currently Vacant
Deputy Commissioner*

*Mark C. Burr, P.E.
Director of Engineering*



*8810 Route 242
Little Valley, New York 14755
Phone (716) 938-9121
FAX (716) 938-2754*

Cattaraugus County Multi-Jurisdictional Hazard Mitigation Plan Planning Committee Meeting – November 21, 2011 at 1 p.m.

Those Present:

Affiliation:

Christopher Baker, Director
Crystal Abers, Director
Paul Frey, GIS Coordinator
Crystal Gross, Microcomputer Spec.

Cattaraugus County Emergency Services
Cattaraugus County Economic Dev., Planning & Tourism
Cattaraugus County Real Property & GIS Services
Cattaraugus County Dept. of Public Works

- I. Meeting was called to order by Crystal Gross at 1 p.m. She gave all attending a CD of current Plan, copy of original grant application, and recent email from Tom Abbati, NYSOEM concerning new directions for plan update along with a consultant list.

Ms. Gross outlined the purpose of the meeting, stating that the meeting objectives were as follows:

- Accomplish the mandatory five year update of the current Plan
- Review grant requirements including the recording of staff time, hours, dates, rates, fringe, and check number
- Informed the committee on what work has been completed and work still is required
- Determine if a consultant is needed
- Resolution requirements

Mr. Baker and Ms. Abers were in agreement that Cattaraugus County would best be served by doing the Plan in-house.

Mr. Baker committed staff time, including, Nick MacVie, to the project. Emergency Services will look up disaster declarations and disaster costs since 2005. Mr. MacVie will assist with public and municipal outreach with particular emphasis on identifying mitigation projects on the local municipality levels. Mr. MacVie and Ms. Gross will work together in updating the HAZNY.

Ms. Abers committed staff time, including Paul Bishop, Planner, and James Isaacson, Sr. Planner, to the project. Ms. Abers stated that her department would be willing to do the public and municipal outreach. The Planning Dept. will coordinate Plan outreach requirements with their existing schedule of information gathering from municipalities.

Mr. Frey stated that he could design a GIS map application that would help during outreach with municipal officials. Mr. Frey stated that he would investigate exporting out additional parcel data including buildings on properties, land usage, and other data.

Ms. Gross stated she will coordinate and put the Plan together. She discussed Plan requirements and her experiences from the creation and acceptance of the current Plan.

Ms. Abers suggested a joint resolution.

- II. Things to be accomplished prior to next Planning Committee Meeting:
 - Mr. Baker will contact the Seneca Nation and invite them to participate
 - Ms. Abers will investigate her staff time and schedule
 - Mr. Frey will put together a GIS web map and demonstrate it to Ms. Abers
 - Ms. Gross will put together forms for required data for participating municipalities and gather historical data that municipalities submitted for the current plan
 - Ms. Gross will email to participating departments an excel spreadsheet for recording staff hours, fringe, and check number.
 - Mr. Burr (who could not attend) will contact Ms. Abers concerning the pre-file resolution and possible joint resolution.

- III. The next meeting will be held on Thursday, December 8th at 1 p.m. in the DPW conference room. All Planning Meeting members are encouraged to invite interested parties to attend. Note: representatives from the public and local municipalities are strongly encouraged to participate in the Planning Committee.

- IV. Meeting was adjourned at 2 p.m.

11-21-11 1pm

DPW Conf. Room

Multi-Jurisdictional Hazard Mitigation Plan

Planning Committee

Crystal Quast Catt. Co. DPW

CHRIS BAKER E.M.O.

Paul Fry Real Property + GIS

Crystal Ables Catt Co EDPA/T

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Cattaraugus County Multi-Jurisdictional Hazard Mitigation Plan Planning Committee Meeting

FEMA – 1857 – 0017

December 13, 2011 at 8 a.m.

Those Present:

Affiliation:

Crystal Abers, Director	Cattaraugus County Economic Dev., Planning & Tourism
Paul Frey, GIS Coordinator	Cattaraugus County Real Property & GIS Services
Crystal Gross, Microcomputer Spec.	Cattaraugus County Dept. of Public Works
Mark Burr, Director of Engineering	Cattaraugus County Dept. of Public Works
Joseph Pillittere, Commissioner	Cattaraugus County Dept. of Public Works
Dan Martonis, Director	Cattaraugus County Real Property
Nick MacVie	Cattaraugus County Emergency Services
Christopher Baker, Director	Cattaraugus County Emergency Services

I. Meeting was called to order by Crystal Gross at 8 a.m.

Ms. Gross went over old business:

- Mr. Baker was to ask Seneca Nation to participate. Answer is pending
- Ms. Abers confirmed that her staff will have time to work on the plan. She stated that she hopes that the majority of municipal meetings/interviews should be done in a four month period of time.
- Mr. Frey had completed his custom GIS application, had demonstrated it to Ms. Abers and stated his intention to attend the first few municipal meetings to help with the mapping portion of the interview.
- Ms. Gross gave Ms. Abers preliminary data on what information will be required from the participating municipal partners, and briefly discussed hazard analysis

II. At this point Mr. Tom Abbati from NYS Office of Emergency Management called. He discussed the grant requirements, scope of work, funding, timelines, contract, required reporting, reimbursement and plan development.

- The question of consultant was brought up with Mr. Abbati. Some counties are using one, some are not.
- No formal resolution is required from partners, but a written letter of support is suggested.
- FEMA will pay up to \$75,000 (75%) if \$100,000 worth of expenses can be shown. FEMA will not normally pay for over-runs.
- Local share of 25% is payable in cash, time, in-kind services.
- Administrative costs are not applicable, only time and expenses spent to produce the Plan are reimbursable. Time and travel for planning committee meetings are reimbursable.
- There will be no automatic administrative allowance.
- FEMA is grantor. SEMO is grantee. Cattaraugus County is sub-grantee.
- Mr. Abbati will be writing up contracts in the next several weeks and Cattaraugus County should be getting five copies early to mid-January. They will be addressed to the Chairman of the Legislature. The contract is the payment mechanism. The FEMA approval letter is considered the “promise” to pay.
- All municipalities are strongly suggested to participate. The County will have to explain the lower number of Villages due to dissolution in the Plan.
- Draft plan must be submitted to NYSOEM no later than April 10, 2013 – preferably much sooner than that.
- Final date of the period of performance for this plan is October 30, 2013.
- Quarterly reports are required no later than 45 days after the close of the calendar quarter. The first report will be for Nov 2011 – March 31, 2012 and is due prior to April 15th.
- We may develop our own spreadsheets for reimbursement requests. We just need to make sure that all the information FEMA requires is included on our new work sheets.
- Fringe rate will need to be calculated.
- Reimbursement at close of project will be 90% only until the Plan is officially approved by FEMA and then the remaining 10% will be paid.
- Cattaraugus County will be subject to audit if we receive over \$500,000 in Federal Grants in the calendar year. All documentation must be kept on hand for a period of three years after close out.
- A major change that has taken place since the first plan is in repetitive loss properties.
- Tom Abbati will get a list of repetitive loss properties from FEMA.
- There are new “crosswalk” (review tool) requirements

III. The planning committee meeting continued after the conference call with Mr. Abbati

Ms. Gross stated how nice Mr. Abbati was to work with six years ago when the County did the current Multi-Jurisdictional Hazard Mitigation Plan. Mr. Abbati was very helpful, knowledgeable, and responded to questions in a timely manner.

- IV. Discussion was held on the responsibilities of the various departments in regards to putting the Plan together
- DPW will coordinate, do the majority of the written Plan, and be the point of contact.
 - Economic Development, Planning and Tourism will do most of the outreach to the municipal partners with assistance from Mr. Frey and Mr. MacVie.
 - The Real Property Department/GIS will create custom mapping applications, network with Southern Tier West for existing hazard data, export additional parcel data, and assist with hazard mapping.
 - Emergency Services will research historical hazard declarations and non-declared repetitive hazard areas. Mr. MacVie will assist the Planning Dept. in outreach and will communicate with local fire departments/highway departments to find and identify specific hazard locations that can be incorporated into the Plan's goal section for future mitigation projects.
- V. The next meeting date and time will be sometime in early January.
- VI. Meeting was adjourned at 10 a.m. One hour was spent on Administrative duties pertaining to grant requirements and one hour was spent working on the Plan.

CATTARAUGUS COUNTY

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Cattaraugus County Multi-Jurisdictional Hazard Mitigation Plan Planning Committee Meeting December 13th, 2011 at 8 a.m.

FEMA-1857-0017

Name:

Department/Affiliation:

Crystal Gross
Paul Fry

Nick MacVie

Joe Pillittere

Mark C Burr

Chris Bakso

Crystal Abers

Daniel Martovits

Catt. Co. DPW

Real Property (GIS)

Emergency Services

DPW Commissioner

Catt Co. DPW

Crystal Abers

Ec. Dev, Planning & Tourism

Real Property (GIS)

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Cattaraugus County Multi-Jurisdictional Hazard Mitigation Plan Planning Committee Meeting

FEMA – 1857 – 0017

**March 2nd, 2012 9:30 a.m.
DPW Conference Room**

Those Present:

Affiliation:

Crystal Abers, Director	Cattaraugus County Economic Dev., Planning & Tourism
Paul Frey, GIS Coordinator	Cattaraugus County Real Property & GIS Services
Crystal Gross, Microcomputer Spec.	Cattaraugus County Dept. of Public Works
Mark Burr, Director of Engineering	Cattaraugus County Dept. of Public Works
Joseph Pillittere, Commissioner	Cattaraugus County Dept. of Public Works
Christopher Baker, Director	Cattaraugus County Emergency Services
Steve Smuda, Public Works	Village of South Dayton, Pres. Catt Co Hwy Supts
Paul Bishop, Senior Planner	Cattaraugus County Economic Dev, Planning & Tourism
James Isaacson, Senior Planner	Cattaraugus County Economic Dev, Planning & Tourism

I. Meeting was called to order by Crystal Gross at 9:30 a.m.

Ms. Gross went over old business:

- Mr. Baker was to ask Seneca Nation to participate. Answer is pending
- Force Account Labor sheets need to be completed the end of March for first quarter reports
- Reminder to keep all costs, including copies, travel, mailings, etc.
- Fringe Benefit rates were calculated for each participating member by Mr. VanDeCar
- Latest update from Southern Tier West on their Watershed Project, listed Cattaraugus Municipalities that have not supplied hazard data to STW. Data will be shared and will eliminate the necessity for municipalities to repeat the same information

II. New Business

- Received an email from Mr. Tom Abbati. The county needs to send a letter on county letterhead asking FEMA for information on repetitive loss properties within the county. Mr. Baker volunteered to handle this task.
- A sample letter of support from partners was presented to the committee. Ms. Abers suggested that the support letter should be simplified and filled out so that all the partnering municipality has to do is make a copy on their letterhead and sign it. Ms. Gross will do this task.
- Critical facilities were discussed. A listing of property data class codes was presented to everyone. Ms. Gross requests a response from all present by Friday, March 9th if they would like any changes from her suggestions.
- Mr. Smuda suggested simplifying what is sent to the municipalities as much as possible so they will not be overwhelmed with paperwork.
- A sample questionnaire was presented from Ms. Abers to take on her visits to Town Boards. She suggested simplifying it. Mr. Smuda suggested part of it could be done during the County Highway Superintendant meeting. Ms. Gross suggested pre-filling in the HAZNY data that she and Emergency Services had already collected. It was suggested that some of the sample questions should be re-worded. Emergency Services will work on the re-wording. Ms. Gross, Mr. Bishop, and Mr. Isaacson will work on the HAZNY sheets.
- Mr. Burr noted that “small, repetitive” problems need to be identified at the local level. These projects can be noted specifically in the Plan so that when mitigation grant money becomes available, letters of intent may be sent out quickly.
- Emergency Services volunteered to get updated information on declared disasters by municipality.
- Ms. Abers suggested getting two points of contact from each partner.
- Paul Frey demonstrated his iPad data collection tool. He will be putting layers on it from the current plan. He will also be updating STW watershed hazard data and loading floodplains. Once the committee has agreed on property class codes for critical facilities he will be creating that layer.
- Mr. Pillittere noted his intention of discussing the Multi-Jurisdictional Hazard Mitigation at the next Committee Meeting as well as the next County Highway Superintendents’ meeting.

III. Mr. Stephen Smuda will be an active member of the Planning Committee from this point forward!

IV. The next meeting will be held on Friday, March 30th, 2012 at 8:30 a.m. in the DPW Conference Room.

V. Meeting was adjourned at 10:30 a.m.

3-2-12

Multi-Jurisdictional Hazard

Mitigation Plan

8810 Route 242

Valley, New York 14755

Phone (716) 938-9121

FAX (716) 938-2754

- Crystal Cross

CHRISTOPHER DAKER

Paul Bishop

JAMES ISAACSON

Stephen Smuda

Joseph Pillittere

Crystal Akers

Mark Burr

Paul Fry

Catt. Co. DAW

Catt Co OEM Plan

Catt. County Planning

CATT. COUNTY PLANNING

V/o South Dayton / Catt Co Highway Assoc.

Catt. Co. OPW

Catt Co Dir EDPT

Catt Co DPW & Tourism

Catt Co Real Property & GIS

by Supts

ing & Tourism

ing & Tourism

III

March 10, first quarter reports

by Mr. VanDeCar

requested Cattaraugus

will be shared and will

ation

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Cattaraugus County Multi-Jurisdictional Hazard Mitigation Plan Planning Committee Meeting

FEMA – 1857 – 0017

**March 30th, 2012 8:30 a.m.
DPW Conference Room**

Those Present:

Affiliation:

Crystal Abers, Director
Crystal Gross, Microcomputer Spec.
Mark Burr, Director of Engineering
Joseph Pillittere, Commissioner
Steve Smuda, Public Works
Paul Bishop, Senior Planner
James Isaacson, Senior Planner

Cattaraugus County Economic Dev., Planning & Tourism
Cattaraugus County Dept. of Public Works
Cattaraugus County Dept. of Public Works
Cattaraugus County Dept. of Public Works
Village of South Dayton, Pres. Catt Co Hwy Supts
Cattaraugus County Economic Dev, Planning & Tourism
Cattaraugus County Economic Dev, Planning & Tourism

I. Meeting was called to order by Crystal Gross at 8:30 a.m.

Ms. Gross went over old business:

- Mr. Burr is to ask Seneca Nation to participate.
- Received Repetitive Loss Properties list from FEMA
- Critical facilities layer created
- Spoke about hazard questionnaires – some received, some to be sent out
 - Crystal Abers asked for updated list
- All Force Account Labor sheets and costs will be completed and turned in to Crystal G. for the end of March, first quarter reports
- EMS tasked to gather recent declared disaster info and costs

II. New Business

- Crystal Abers discussed trial visit to Village of Gowanda
 - Requests pre-printed, self-addressed envelopes be included for official letters of participation
 - All historical and current data for municipality will be sent to Ms. Abers by Ms. Gross prior to visit
 - Ms. Abers to send Ms. Gross visitation schedule
 - Ms. Abers to and Job Aid Matrix info to discussion with partners, ie: zoning plans, water use plan, flood plain manager, etc.
 - After visitation, if no letter of support received, two week reminder should be sent out. This will require coordination between Ms. Abers and Ms. Gross
 - Large printed map would be helpful for visitations, along with the iPad
 - Mr. Smuda noted that a list of partners already supporting plan should be available, so far 100% participation!

- Shared drive on server would be helpful in sharing information between committee members
 - Ms. Gross to contact Information Services about it

- Discussion was held on inviting other members to the Planning Committee
 - It was agreed that we already have a working relationship with Southern Tier West and Allegany County, they could be invited to attend one meeting, but do not need to be active Planning Committee members
 - Ms. Abers to discuss with STW
 - Mr. Burr suggested the EMS would be the best contact with neighboring counties for participation and input

- Public Input
 - Press Release – Mr. Bishop drafted a press release, Mr. Pillittere will edit and possibly expand
 - Web page – Mr. Isaacson will handle and coordinate with County Web Master
 - Ms. Gross emailed Mr. Isaacson general info on HMG and other grant programs along with MJHM Plan info flyer.
 - Copy of existing plan will need to be re-located to new web page to make it easier for public to find
 - Link to new web page MUST be created off www.cattco.org – old web page
 - Web form needs to be created, can be loosely based off hazard questionnaire.
 - Web page link and content must take HIGH Priority, must be done prior to press release or news articles
 - Public Forum after Legislative Meeting
 - Mr. Pillittere to schedule and coordinate
 - June?
 - Town Boards, Fire Departments, Public Comments, STW, Soil & Water, RCS, etc.

- Mr. Burr suggested requesting partial grant payment at every 25% (\$25,000) of cost.
- Incorporation on NYS Hazard Mitigation Plan
 - Copies of NYS plan were given out for review, will be posted to shared drive
 - Ms. Gross will head up incorporating into plan
- Incorporation of County Comprehensive Plan
 - Currently being worked on
 - Mr. Bishop & Mr. Isaacson will head incorporating into plan

III. The next meeting will be held on Friday, April 27th, 2012 at 8:30 a.m. in the DPW Conference Room.

IV. Meeting was adjourned at 9:30 a.m.

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**Cattaraugus County Multi-Jurisdictional Hazard Mitigation Plan
Planning Committee Meeting
March 30th, 2011 at 8:30 a.m.
DPW Conference Room**

Name:

Department/Affiliation:

Crystal Adams

EDP&T

Crystal Groat

DPW

[Signature]

DPW

Stephen Smuda

V/of South Dayton / CCHA

Paul Baker

CC EDP&T

JAMES ISAACSON

CC EDP&T

Mark Burr

DPW

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Cattaraugus County Multi-Jurisdictional Hazard Mitigation Plan Planning Committee Meeting

FEMA – 1857 – 0017

**May 4th, 2012 8:15 a.m.
DPW Conference Room**

Those Present:

Affiliation:

Crystal Abers, Director
Crystal Gross, Microcomputer Spec.
Joseph Pillittere, Commissioner
Paul Bishop, Senior Planner
James Isaacson, Senior Planner
Paul Frey, GIS Coordinator

Cattaraugus County Economic Dev., Planning & Tourism
Cattaraugus County Dept. of Public Works
Cattaraugus County Dept. of Public Works
Cattaraugus County Economic Dev, Planning & Tourism
Cattaraugus County Economic Dev, Planning & Tourism
Cattaraugus County Real Property & GIS Services

I. Meeting was called to order by Crystal Gross at 8:15 a.m.

Ms. Gross went over old business:

- Seneca Nation representatives are Ed Koorse, Allegany Res and Michael Gates, Cattaraugus Reservation. They will both be invited to the next Planning Meeting
- Information available on Z: drive was discussed. Including **Partner Satus.xls** that lists data received from Partners as well as the .pdf file for each individual Partner.
- The Web page is looking good!
- Press Release is looking good!
- First Quarter report went well.
- EMS tasked to gather recent declared disaster info and costs
- EMS tasked to contact neighboring counties.
- Crystal A. to send visitation schedule to Crystal G.
- Crystal G. to send Job Aid Matrix and scan old partner info to Z: drive

II. New Business

- Publish Web page
 - Add links on first page (old and new)
 - Add web form – Crystal G. to get list of simple questions together for James. This will give the public at large an opportunity to give their thoughts/suggestions for the Plan update.
- **Public Informational Forum** scheduled for **June 27th, 6:30 p.m.**, in the Legislative Chambers, Little Valley NY
 - Invitations will be sent out to Fire Departments, Town Boards, SNI, STW, Soil & Water, and public
- **Press Release** to go out after Web Page is live
- **May 10th, 8:30 a.m.** meeting with Paul Hoole of FEMA in the DPW Conference Room with the Planning Committee.
- Planning to work on language for Cattaraugus County Comprehensive Plan and Multi-Jurisdictional Hazard Mitigation Plan to reference each other.
- Crystal G. to work on incorporating NYS Hazard Plan into MJHM Plan

III. The next meeting will be held on **Friday, June 15th, 2012 at 9:00 a.m.** in the DPW Conference Room.

- Invited with be STW and the Seneca Nation as well as any surrounding counties that are interested. Crystal G. and EMS will send out invitations.
- Information obtained from Mr. Paul Hoole of FEMA will be discussed.
- The **Public Informational Forum** will be discussed as well as routine Planning Committee business.

IV. Meeting was adjourned at 9:15 a.m.

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**Cattaraugus County Multi-Jurisdictional Hazard Mitigation Plan
Planning Committee Meeting
May 4th, 2011 at 8:15 a.m.
DPW Conference Room**

Name:

Department/Affiliation:

Crystal Gross

Catt Co DPW

Crystal Ables

Catt Co. EDPT Dir.

Joseph Pillittere

Catt Co. DPW

Paul Bishop

Catt. County Planning

JAMES ISAACSON

" " "

Paul Frey

Catt County Real Property + GIS

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Cattaraugus County Multi-Jurisdictional Hazard Mitigation Plan Planning Committee Meeting

FEMA – 1857 – 0017

**June 15, 2012 9:00 a.m.
DPW Conference Room**

Those Present:

Affiliation:

Crystal Abers, Director	Cattaraugus County Economic Dev., Planning & Tourism
Crystal Gross, Microcomputer Spec.	Cattaraugus County Dept. of Public Works
Joseph Pillittere, Commissioner	Cattaraugus County Dept. of Public Works
Paul Bishop, Senior Planner	Cattaraugus County Economic Dev, Planning & Tourism
James Isaacson, Senior Planner	Cattaraugus County Economic Dev, Planning & Tourism
Paul Frey, GIS Coordinator	Cattaraugus County Real Property & GIS Services
Mark Burr, Director of Engineering	Cattaraugus County Dept. of Public Works
Cathi Peters, EMS Resource Spec.	Cattaraugus County Emergency Services

I. Meeting was called to order by Crystal Gross at 9:00 a.m.

Ms. Gross went over old business:

- Invitations were sent out to neighboring counties, Southern Tier West, and the Seneca Nation to attend the Planning Committee meeting. None attended, however Allegany County and the Seneca Nation did call and send their regrets. Both calls were encouraging and both Allegany County and the Seneca Nation were supportive of the Plan.
- Press release was sent out to local news agencies.
- **Public Informational Forum** scheduled for **June 27th, 6:30 p.m.**, in the Legislative Chambers, Little Valley NY

II. New Business

- Reviewed slides and ideas for the Public Information Forum
- Each Dept. asked to give ideas and have at least one slide to represent their contribution to the Plan
- Each Dept. asked to be prepared to speak during the presentation
 - Mark B. asked for the Village of Ellicottville bridges on Martha and Monroe Streets to be features as they were paid for under a HMG program.
 - Joe P. asked for the ‘final’ question to the audience? “What hazards in your local area are you most worried about? What hazards would you like the Plan to specifically address?”
- Discussed who would be individually invited to Public Meeting
 - Cathi volunteered to send emails to local fire departments
- Discussed municipalities’ visitation schedule and participation letters with Crystal A.
- Paul B. presented a draft copy of the updated Demographics, Geography, and Watersheds for the ‘front end’ of the Plan
- End of Second Quarter is near. Please gather expense data and turn in to Crystal G.

III. The next meeting will be held on **Friday, July 20th, 2012 at 9:00 a.m.** in the DPW Conference Room.

IV. Meeting was adjourned at 10:00 a.m.

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Cattaraugus County Mitigation Planning

June 15th, 2012 at 9:00 a.m.
DPW Conference Room

Name:

Department/Affiliation:

JAMES ISAACSON

PLANNING

Cathi Peters

Emergency Services

Paul Bishop

Planning

Paul Frey

Real Property + GFS

Mark C Burr

DPW

Joseph Pillittere

DPW

Crystal Gross

DPW

Crystal Akers

EDPT Director

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Cattaraugus County Multi-Jurisdictional Hazard Mitigation Plan Planning Committee Meeting

FEMA – 1857 – 0017

**July 20th, 2012 9:00 a.m.
DPW Conference Room**

Present:

Crystal Abers, Director
James Isaacson, Senior Planner
Paul Bishop, Senior Planner
Paul Frey, GIS Coordinator
Cathi Peters, Assistant to Director
Mark Burr, Director of Engineering
Ryan Ferguson, Deputy Commissioner
Crystal Gross, Microcomputer Spec.

Affiliation:

Cattaraugus County Economic Dev., Planning & Tourism
Cattaraugus County Economic Dev., Planning & Tourism
Cattaraugus County Economic Dev., Planning & Tourism
Cattaraugus County Real Property
Cattaraugus County Emergency Management
Cattaraugus County Dept. of Public Works
Cattaraugus County Dept. of Public Works
Cattaraugus County Dept. of Public Works

I. Meeting was called to order by Ms. Gross at 9:00 a.m.

II. Ms. Gross went over old business:

- Public Information went well, but was poorly attended by the public
- Ms. Abers updated the Committee on current status of partner visitation, letters of participation, and local hazard identification. Partner visitation should be finishing up in a few weeks.
- Mr. Isaacson updated current status of web page. He will investigate web forms – a method to get public comments.
- Ms. Peters is investigating hazard events that have occurred since the last Plan.
- Mr. Bishop has completed a review/update on the Plan's demographic, geography description, watershed information and mapping.

III. New business:

- Mr. Ferguson discussed in-house re-imbusement methods, time sheets and tracking
- Ways to get the public more involved were discussed. Ideas included:
 - i. Setting up display at the County Fair
 - 1. Poster
 - 2. Hand-outs
 - 3. Questionnaires
 - a. Could we give out prizes? Would the grant cover 75% of the cost of prizes?
 - b. Ms. Gross will contact SOEM and inquire about coverage of prizes. (Received answer back from SOEM on 7/23/12 – “No, grant will not cover prizes; only costs directly associated with preparing the Plan)
 - 4. Ms. Gross and employees from Department of Economic Development, Planning and Tourism to man the informational booth at the Fair.
 - 5. Mr. Burr suggested e-mailing the local municipalities that an informational booth will be available to answer questions.
 - ii. Posters sent to local libraries – Ms. Gross will do this
 - iii. Mr. Pillittere, Mr. Burr, and Mr. Reid (DPW Operations Manager) will provide a lecture/training to a local Leadership group in September. They will discuss:
 - 1. History of hazard events
 - 2. Repair work currently being done
 - 3. Mitigation measures to help decrease damages during future events
- Ms. Gross went over possible projects derived from the partner hazard information
 - i. Criteria for projects was discussed
 - ii. Many municipalities hazards have not yet been mapped – Ms. Abers and Mr. Frey will be updating the mapping of hazards in the near future using the specialized software Mr. Frey created for the iPad.
 - iii. Ms. Abers noted that possible projects should be visited and picture/location information should be acquired using the iPad purchased for the project. This data would add greatly to the Plan.

IV. The next Planning Committee meeting will be Friday, August 24th, 2012 at 9:00 a.m. in the DPW Conference Room

V. Meeting was adjourned at 10:00 a.m.

CATTARAUGUS COUNTY

DEPARTMENT OF PUBLIC WORKS

Development – Progress – Workmanship

Joseph T. Pillittere
Commissioner

Ryan J. Ferguson
Deputy Commissioner

Mark C. Burr, P.E.
Director of Engineering



Jack Ellis Drive
8810 Route 242
Little Valley, New York 14755
Phone (716) 938-9121
FAX (716) 938-2754

Cattaraugus County Hazard Mitigation Plan Public Information Meeting

July 20, 2012 at 9:00 a.m.
DPW Conference Room

Name:

Department/Affiliation:

Crystal Quast

Catt. Co. DPW

Paul Bishop

Catt. Co. Planning

JAMES ISAACSON

" " "

Mark CB

Catt Co DPW

Crystal Abernethy

CattCo EDP&T

Christi Cathers Peters

Emergency Services

B B

Catt Co. DPW

Paul Fry

Catt Co Real Property + GIS

Cattaraugus County Multi-Jurisdictional Hazard Mitigation Plan
Planning Committee

CATTARAUGUS COUNTY

DEPARTMENT OF PUBLIC WORKS

Development – Progress – Workmanship

Joseph T. Pillittere
Commissioner

Ryan Ferguson
Deputy Commissioner

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Director of Engineering



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Cattaraugus County Multi-Jurisdictional Hazard Mitigation Plan Planning Committee Meeting

FEMA – 1857 – 0017

August 24th, 2012 9:00 a.m.
DPW Conference Room

Present:

Joseph Pillittere, Commissioner
Crystal Abers, Director
Mark Burr, Director of Engineering
Paul Bishop, Senior Planner
Paul Frey, GIS Coordinator
Cathi Peters, Assistant to Director
Crystal Gross, Microcomputer Spec.

Affiliation:

Cattaraugus County Dept. of Public Works
Cattaraugus County Economic Dev., Planning & Tourism
Cattaraugus County Dept. of Public Works
Cattaraugus County Economic Dev., Planning & Tourism
Cattaraugus County Real Property
Cattaraugus County Emergency Management
Cattaraugus County Dept. of Public Works

I. Meeting was called to order by Ms. Gross at 9:00 a.m.

II. Ms. Gross went over old business:

- Public Information booth at county fair went well, but was public was not very interested in the Hazard Mitigation Plan. Emails were sent to municipalities which garnered some interest.
- Ms. Abers updated the Committee on current status of partner visitation, letters of participation, and local hazard identification. She estimates there are thirteen municipalities left to be visited.
- Mr. Isaacson created a web form – a method to get public comments using a survey – and published it the County's webpage.
- Ms. Peters is currently investigating hazard events that have occurred since the last Plan.
- Ms. Gross showed a sample poster that will be sent to local libraries and information outlets once the Draft Plan is available.

III. New business:

- In-house re-imbusement was again discussed.
- Ms. Abers and Mr. Frey are planning on updating the mapped hazards from the information received from partner visitations.
- Ms. Gross will have a draft of the Plan available before the next meeting and will email it to the Planning Committee for review. If the Planning Committee agrees with the draft:
 - i. Ms. Gross will publish the draft to web for public review and comments
 - ii. Ms. Gross will add the URL of the plan to the informational posters and send the posters out.
 - iii. A press release will also be sent, giving an update on the plan's progress and directions how to access the draft plan.

IV. The next Planning Committee meeting will be Friday, September 21st, 2012 at 9:00 a.m. in the DPW Conference Room

V. Meeting was adjourned at 10:00 a.m.

CATTARAUGUS COUNTY

DEPARTMENT OF PUBLIC WORKS

Development – Progress – Workmanship

*Joseph T. Pillittere
Commissioner*

*Ryan Ferguson
Deputy Commissioner*

*Mark C. Burr, P.E.
Director of Engineering*



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Phone (716) 938-9121
FAX (716) 938-2754

Cattaraugus County Multi-Jurisdictional Hazard Mitigation Plan Planning Committee Meeting

FEMA – 1857 – 0017

**September 21st, 2012 9:00 a.m.
DPW Conference Room**

Present:

Joseph Pillittere, Commissioner
Crystal Abers, Director
Mark Burr, Director of Engineering
Paul Bishop, Senior Planner
James Isaacson, Senior Planner
Paul Frey, GIS Coordinator
Cathi Peters, Assistant to Director
Crystal Gross, Microcomputer Spec.

Affiliation:

Cattaraugus County Dept. of Public Works
Cattaraugus County Economic Dev., Planning & Tourism
Cattaraugus County Dept. of Public Works
Cattaraugus County Economic Dev., Planning & Tourism
Cattaraugus County Economic Dev., Planning & Tourism
Cattaraugus County Real Property
Cattaraugus County Emergency Management
Cattaraugus County Dept. of Public Works

I. Meeting was called to order by Ms. Gross at 9:00 a.m.

II. Ms. Gross went over old business:

- Draft Plan update – Ms. Gross presented the current Draft Plan – The update of the Demographics, Geography, and front end of the plan were estimated to be 80% complete, with some additional updates provided by Mr. Bishop . More info needed before updating the hazard information. When draft more complete it will be added to webpage for public review/comments. The URL of the draft plan will be placed on posters/flyers and they will then be sent to libraries / schools / fire departments
- Ms. Abers updated the Committee on current status of partner visitation, letters of participation, and local hazard identification. She estimates there are still a few municipalities left to be visited.
- Ms. Abers and Mr. Frey are planning on updating the mapped hazards from the information received from partner visitations.

III. New business:

- Mr. Isaacson presented a report detailing the information gleaned from the county webpage via a web form – a method to get public comments using an on-survey. The committee then reviewed this information. All were happy and encouraged by the quality of the public comments. Most comments concerned flooding in the county.
- Ms. Peters has been working on a listing of hazard events that have occurred since the last Plan and will send it to Ms. Gross in the next few days. Ms. Peters has the information broken down by date and hazard.
- Mr. Pillittere is drafting another press release to keep the public aware of the progress being made on the plan as well as reminding the public how to contact the committee
- Mr. Frey and Mr. Dan Martonis (Director of Cattaraugus County Real Property) presented the committee with a report on equalization rates in the county. This will aid the committee in determining the cost of hazards based on assessed values of property.
- Mr. Frey commented that the county is due to be re-flown for aerial photography in January of 2013. If the data comes through in a timely manner, this new data may be used in updating the flood hazard information.
- Mr. Burr suggested we touch base with the Seneca Nation to update them on the progress of the draft plan – Ms. Gross will contact Mr. Koorse (SNI)
- An ambitious timeline was sketched out for completion of the draft plan. The committee is hoping all partner hazard information will be available for review during the next planning committee meeting in November.
- Ms. Gross reminded all committee members that the 3rd Quarterly report would be due by October 15th and asked all members for their time and expenses. Due to paychecks being issued every two weeks, September 21st was deemed to be the end of the quarter so all county employees would be able to get their check numbers recorded.
- Mr. Burr suggested asking for a progress payment for the work done to date.

IV. The next Planning Committee meeting will be Friday, November 2nd, 2012 at 9:00 a.m. in the DPW Conference Room

V. Meeting was adjourned at 10:00 a.m.

CATTARAUGUS COUNTY

DEPARTMENT OF PUBLIC WORKS

Development – Progress – Workmanship

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Deputy Commissioner

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Director of Engineering



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FAX (716) 938-2754

Cattaraugus County Hazard Mitigation Plan Public Information Meeting

September 21st, 2012 at 9:00 a.m.
DPW Conference Room

Name:

Department/Affiliation:

Crystal Grass

DPW

Crystal Adams

EDPET

Paul R. Bisby

EDPET

Cathi Peters

Emergency Services

Paul Fry

Real Property + GIS

JAMES ISAACSON

EDPET

Joseph Pillittere

DPW - Catt. Co.

Mark C. Burr

Catt. Co. DPW -

CATTARAUGUS COUNTY

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Director of Engineering*



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Cattaraugus County Multi-Jurisdictional Hazard Mitigation Plan Planning Committee Meeting

FEMA – 1857 – 0017

**November 2nd, 2012 9:00 a.m.
DPW Conference Room**

Present:

Joseph Pillittere, Commissioner
Crystal Abers, Director
Mark Burr, Director of Engineering
Paul Bishop, Senior Planner
James Isaacson, Senior Planner
Paul Frey, GIS Coordinator
Cathi Peters, Assistant to Director
Crystal Gross, Microcomputer Spec.
Christina Ehlers, Director of Food Security
Angel Fisher, Executive Assistant

Affiliation:

Cattaraugus County Dept. of Public Works
Cattaraugus County Economic Dev., Planning & Tourism
Cattaraugus County Dept. of Public Works
Cattaraugus County Economic Dev., Planning & Tourism
Cattaraugus County Economic Dev., Planning & Tourism
Cattaraugus County Real Property
Cattaraugus County Emergency Management
Cattaraugus County Dept. of Public Works
Cattaraugus Community Action
Cattaraugus Community Action

I. Meeting was called to order by Ms. Gross at 9:00 a.m.

II. Ms. Gross went over old business:

- Draft Plan update – Ms. Gross stated that she needs more hazard info before a draft can be completed.
- Ms. Abers updated the Committee on current status of partner visitation, letters of participation, and local hazard identification. Ms. Abers will update the Partner Status worksheet on the shared network drive. She estimates there are still a few municipalities left to be visited, but all should be covered by December.

III. New business:

- Mr. Isaacson presented a report detailing the latest information gleaned from the county webpage via a web. Most comments concerned ice storms, snow, and flooding.
- Ms. Gross stated she had spoken with Mr. Ed Koorse from the Seneca Nation of Indians and their Plan had been approved.
- Ms. Abers stated that she could create an informational page for each individual partner that would contain: Contact info, date of letter of participation, and any hazard notations or comments made during her visitations. This information will be included in the Appendices of the Plan and will meet the requirement of documenting partner participation.
- Mr. Pillittere suggested re-sending the latest press release to various news organizations.
- Two representatives from Cattaraugus Community Action attended the meeting and will be full time members from this point forward. Christina Ehlers and Angel Fisher. Ms. Ehlers suggested adding several sites to the Critical Facilities listed in the Plan, including the Western New York Food Bank located on Jefferson St in Salamanca NY.
- Mr. Frey presented two examples of new population maps for the committee's approval for inclusion into the Plan.
- Mr. Paul Bishop suggested updating the Tornado information using the newly accepted scales. He will gather all information required.
- Mr. Burr suggested that at the next meeting Hazard Ranking should be done in order to move the Plan forward as quickly as possible. Jeff Reid, Catt. Co. Operations Manager and Emergency Operation Center veteran will be invited to the meeting to offer his perspective.

IV. The next Planning Committee meeting will be Friday, December 7th, 2012 at 9:00 a.m. in the DPW Conference Room. The meeting is expected to run longer than normal as we will be covering and rating the hazards according to the information provided by our partners.

V. Meeting was adjourned at 10:00 a.m.

CATTARAUGUS COUNTY

DEPARTMENT OF PUBLIC WORKS

Development – Progress – Workmanship

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Ryan J. Ferguson
Deputy Commissioner

Mark C. Burr, P.E.
Director of Engineering



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Cattaraugus County Hazard Mitigation Plan Public Information Meeting

November 2nd, 2012 at 9:00 a.m.
DPW Conference Room

Name:

Department/Affiliation:

Crystal Gross

Catt Co. DPW

Paul Bishop

Catt. Co. ED, P&T

JAMES ISAACSON

" " "

Joe Pillittere

Catt. Co. DPW

Paul Frey

Catt Co Real Property +GIS

Cathi Peters

Emergency Services

Crystal Adams

Catt Co EDP&T

Mark Burr

Catt Co DPW

Christina Ulmer

Catt. Community Actions

Angie Fisher

CCA

CATTARAUGUS COUNTY

DEPARTMENT OF PUBLIC WORKS

Development – Progress – Workmanship

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Cattaraugus County Multi-Jurisdictional Hazard Mitigation Plan Planning Committee Meeting

FEMA – 1857 – 0017

**December 7th, 2012 9:00 a.m.
DPW Conference Room**

Present:

Crystal Abers, Director
Mark Burr, Director of Engineering
Paul Bishop, Senior Planner
James Isaacson, Senior Planner
Paul Frey, GIS Coordinator
Cathi Peters, Assistant to Director
Crystal Gross, Microcomputer Spec.
Jeff Reid, Operation Manager

Affiliation:

Cattaraugus County Economic Dev., Planning & Tourism
Cattaraugus County Dept. of Public Works
Cattaraugus County Economic Dev., Planning & Tourism
Cattaraugus County Economic Dev., Planning & Tourism
Cattaraugus County Real Property
Cattaraugus County Emergency Management
Cattaraugus County Dept. of Public Works
Cattaraugus County Dept. of Public Works

I. Meeting was called to order by Ms. Gross at 9:00 a.m.

II. Old business:

- Ms. Abers updated the Committee on current status of partner visitation, letters of participation, and local hazard identification. Ms. Abers will update the Partner Status worksheet on the shared network drive. She estimates there are still a few municipalities left to be visited, but all should be covered by the end of January.
- Mr. Isaacson presented an updated report detailing the latest information gleaned from the county webpage via a web. Most comments concerned ice storms, snow, and flooding.

III. New Business

- All members participated in a HAZNY. Ms. Gross led the committee through the HAZNY (Hazards New York) software. Mr. Jeff Reid, Operations Manager of Cattaraugus County DPW was a guest at the meeting and provided some 'hands on' experience to the HAZNY process.
- The results of the committee HAZNY were compared to the HAZNYs created by individual partners.
- Hazards were rated one through ten.
- Goals and Projects for each hazard were discussed
- Ms. Gross will type up a rough draft of the Hazard ranking and informational pages for the committee to review and add comments.
- Ms. Abers and Ms. Gross will meet prior to the next meeting and discuss partner status and information collected.
- Ms. Gross asked the Planning Department to send copies of news clippings for inclusion into the Plan.
- Ms. Gross passed on to the committee the fact that she had received two phone calls in response to the latest press release. Both calls received pertained to flooding in the Town of Portville.
- Ms. Gross stressed to all members that 4th Quarter time sheets need to be submitted promptly at the end of the quarter.

IV. The next Planning Committee meeting will be Friday, January 4th, 2013 at 9:00 a.m. in the DPW Conference Room.

V. Meeting was adjourned at 11:00 a.m.

CATTARAUGUS COUNTY

DEPARTMENT OF PUBLIC WORKS

Development – Progress – Workmanship

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Deputy Commissioner*

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Cattaraugus County Hazard Mitigation Plan Public Information Meeting

**December 7th, 2012 at 9:00 a.m.
DPW Conference Room**

Name:

Department/Affiliation:

Crystal Giron

Catt Co. DPW

Jeffery S Reid

Catt Co. DPW

Cathi Peters

Emergency Services

Paul Fry

Real Property + GIS

Paul Bistoni

Catt. County Planning

Mark Burr

Catt Co BOC -

JAMES ISAACSON

CATT. CO EDP&T

Crystal Abers

CATT CO EDP&T

CATTARAUGUS COUNTY

DEPARTMENT OF PUBLIC WORKS

Development – Progress – Workmanship

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*Ryan Ferguson
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*Mark C. Burr, P.E.
Director of Engineering*



*8810 Route 242
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Phone (716) 938-9121
FAX (716) 938-2754*

Cattaraugus County Multi-Jurisdictional Hazard Mitigation Plan Planning Committee Meeting

FEMA – 1857 – 0017

**December 7th, 2012 9:00 a.m.
DPW Conference Room**

Present:

Crystal Abers, Director
Mark Burr, Director of Engineering
Paul Bishop, Senior Planner
James Isaacson, Senior Planner
Paul Frey, GIS Coordinator
Cathi Peters, Assistant to Director
Crystal Gross, Microcomputer Spec.
Jeff Reid, Operation Manager

Affiliation:

Cattaraugus County Economic Dev., Planning & Tourism
Cattaraugus County Dept. of Public Works
Cattaraugus County Economic Dev., Planning & Tourism
Cattaraugus County Economic Dev., Planning & Tourism
Cattaraugus County Real Property
Cattaraugus County Emergency Management
Cattaraugus County Dept. of Public Works
Cattaraugus County Dept. of Public Works

I. Meeting was called to order by Ms. Gross at 9:00 a.m.

II. Old business:

- Ms. Abers updated the Committee on current status of partner visitation, letters of participation, and local hazard identification. Ms. Abers will update the Partner Status worksheet on the shared network drive. She estimates there are still a few municipalities left to be visited, but all should be covered by the end of January.
- Mr. Isaacson presented an updated report detailing the latest information gleaned from the county webpage via a web. Most comments concerned ice storms, snow, and flooding.

III. New Business

- All members participated in a HAZNY. Ms. Gross led the committee through the HAZNY (Hazards New York) software. Mr. Jeff Reid, Operations Manager of Cattaraugus County DPW was a guest at the meeting and provided some 'hands on' experience to the HAZNY process.
- The results of the committee HAZNY were compared to the HAZNYs created by individual partners.
- Hazards were rated one through ten.
- Goals and Projects for each hazard were discussed
- Ms. Gross will type up a rough draft of the Hazard ranking and informational pages for the committee to review and add comments.
- Ms. Abers and Ms. Gross will meet prior to the next meeting and discuss partner status and information collected.
- Ms. Gross asked the Planning Department to send copies of news clippings for inclusion into the Plan.
- Ms. Gross passed on to the committee the fact that she had received two phone calls in response to the latest press release. Both calls received pertained to flooding in the Town of Portville.
- Ms. Gross stressed to all members that 4th Quarter time sheets need to be submitted promptly at the end of the quarter.

IV. The next Planning Committee meeting will be Friday, January 4th, 2013 at 9:00 a.m. in the DPW Conference Room.

V. Meeting was adjourned at 11:00 a.m.

CATTARAUGUS COUNTY

DEPARTMENT OF PUBLIC WORKS

Development – Progress – Workmanship

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Cattaraugus County Hazard Mitigation Plan Public Information Meeting

**December 7th, 2012 at 9:00 a.m.
DPW Conference Room**

Name:

Department/Affiliation:

Crystal Gron

Catt Co. DPW

Jeffery S Reid

Catt Co. DPW

Cathi Peters

Emergency Services

Paul Fry

Real Property + GIS

Paul Bistow

Catt. County Planning

Mark Burr

Catt Co BOC -

JAMES ISAACSON

CATT. CO EDP&T

Crystal Abers

CATT CO EDP&T

CATTARAUGUS COUNTY

DEPARTMENT OF PUBLIC WORKS

Development – Progress – Workmanship

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Director of Engineering*



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Cattaraugus County Multi-Jurisdictional Hazard Mitigation Plan Planning Committee Meeting

FEMA – 1857 – 0017

**February 1st, 2013 9:00 a.m.
DPW Conference Room**

Present:

Joseph Pillittere, Commissioner
Mark Burr, Director of Engineering
James Isaacson, Senior Planner
Crystal Gross, Microcomputer Spec.
Cathi Peters, Assistant to the Director
Christopher Holewinski, GIS Coordinator

Affiliation:

Cattaraugus County Dept. of Public Works
Cattaraugus County Dept. of Public Works
Cattaraugus County Economic Dev., Planning & Tourism
Cattaraugus County Dept. of Public Works
Cattaraugus County Emergency Management
Cattaraugus County Real Property

I. Meeting was called to order by Ms. Gross at 9:00 a.m.

II. Old business:

- Ms. Gross updated the Committee on current status of partner visitation, letters of participation, and local hazard identification.
- Repetitive Loss properties were again discussed.
- Floodplain changes were discussed
- The request for partial payment for the grant to do the plan was approved

III. New Business

- The committee welcomed a new member. Christopher Holewinski will be taking Paul Frey's place as GIS Coordinator. Mapping needs for the Plan were discussed.
- Ms. Peters and Mr. Isaacson will research methods to incorporate the Multi-Jurisdictional Hazard Mitigation Plan into existing plans.
- Various portions of the Planning Process including who, how, and when the Plan will be monitored/evaluated/updated were discussed
- Mr. Isaacson will get a list together of new developments in the county.
- Ms. Gross will gather information on historic mitigation actions
- The STAPLEE Action Evaluation Table listing all projects was discussed. Mr. Burr will head up the completion of the table. The table will be sent to all partners for review and input.

IV. The next Planning Committee meeting will be Friday, March 1st, 2013 at 9:00 a.m. in the DPW Conference Room.

V. Meeting was adjourned at 10:00 a.m.

CATTARAUGUS COUNTY

DEPARTMENT OF PUBLIC WORKS

Development – Progress – Workmanship

Joseph T. Pillittere
Commissioner

Ryan J. Ferguson
Deputy Commissioner

Mark C. Burr, P.E.
Director of Engineering



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Cattaraugus County Hazard Mitigation Plan Public Information Meeting

February 1st, 2013 at 9:00 a.m.
DPW Conference Room

Name:

Department/Affiliation:

Crystal Gross
Chris Holawinski

DPW
Real Property

JAMES ISAACSON

EDP&T

Cathy Peters

CCOES

Joseph Pillittere

DPW

Mark C Burr

DPW

CATTARAUGUS COUNTY

DEPARTMENT OF PUBLIC WORKS

Development – Progress – Workmanship

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Cattaraugus County Multi-Jurisdictional Hazard Mitigation Plan Planning Committee Meeting

FEMA – 1857 – 0017

**March 1st, 2013 9:00 a.m.
DPW Conference Room**

Present:

Joseph Pillittere, Commissioner
Mark Burr, Director of Engineering
James Isaacson, Senior Planner
Crystal Gross, Microcomputer Spec.
Cathi Peters, Assistant to the Director
Crystal Abers, Director

Affiliation:

Cattaraugus County Dept. of Public Works
Cattaraugus County Dept. of Public Works
Cattaraugus County Economic Dev., Planning & Tourism
Cattaraugus County Dept. of Public Works
Cattaraugus County Emergency Management
Cattaraugus county Economic Dev., Planning & Tourism

I. Meeting was called to order by Ms. Gross at 9:00 a.m.

II. Old business:

- Ms. Gross updated the Committee on current status of partner visitation, letters of participation, and local hazard identification.
- Ms. Peters and Mr. Isaacson researched methods to incorporate the Multi-Jurisdictional Hazard Mitigation Plan into existing plans. They will provide write ups for the draft of the plan.
- Various portions of the Planning Process including who, how, and when the Plan will be monitored/evaluated/updated were again discussed
- Ms. Gross researched information on historic mitigation actions.

- The Staplee Action Evaluation Table was sent to all partners. Ms. Gross related the information she gathered from the partners after receipt of the table. Several partners called asking for information and/or clarification of the action items.
- Planning is to provide a listing of new developments in the county.

III. New Business

- Ms. Gross presented the first draft of the plan for the committee's review.
- Comments/revisions/additions on/to the plan are to be sent to Ms. Gross by 3/8/13.

IV. The next Planning Committee meeting will be Friday, March 29th, 2013 at 9:00 a.m. in the DPW Conference Room.

V. Meeting was adjourned at 10:00 a.m.

CATTARAUGUS COUNTY

DEPARTMENT OF PUBLIC WORKS

Development – Progress – Workmanship

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Deputy Commissioner*

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Director of Engineering*



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Cattaraugus County Hazard Mitigation Plan Public Information Meeting

March 1st, 2013 at 9:00 a.m.
DPW Conference Room

Name:

Department/Affiliation:

Crystal Gust

DPW

JAMES BRACSON

EDP/T

CATHI PETERS

EMERGENCY SERVICES

Joseph Pillittere

DPW

Crystal Abers

EDP/T

Mark CB

DPW

CATTARAUGUS COUNTY

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Cattaraugus County Multi-Jurisdictional Hazard Mitigation Plan Planning Committee Meeting

FEMA – 1857 – 0017

**March 29th, 2013 9:00 a.m.
DPW Conference Room**

Present:

Joseph Pillittere, Commissioner
Mark Burr, Director of Engineering
James Isaacson, Senior Planner
Paul Bishop, Senior Planner
Crystal Gross, Microcomputer Spec.
Crystal Abers, Director

Affiliation:

Cattaraugus County Dept. of Public Works
Cattaraugus County Dept. of Public Works
Cattaraugus County Economic Dev., Planning & Tourism
Cattaraugus County Economic Dev., Planning & Tourism
Cattaraugus County Dept. of Public Works
Cattaraugus county Economic Dev., Planning & Tourism

I. Meeting was called to order by Ms. Gross at 9:00 a.m.

II. Old business:

- Ms. Gross updated the Committee on current status of partner visitation, letters of participation, and local hazard identification.
- Comments on first draft of the Plan were discussed.
- Key requirements were discussed.

III. New Business

- Press release was discussed and approved.
- Website was updated to include Draft Plan for public review as well as a comment section.
- Plan will be mailed to New York State Office of Emergency Management on 4/5/13.

- There were questions about the percentage of vacant housing units. This will be clarified in the plan.
- First quarterly report of 2013 will need to be submitted. All Planning Committee members are to turn in their time and expenses.

IV. The next Planning Committee meeting will be scheduled after comments are received from New York State

V. Meeting was adjourned at 10:00 a.m.

CATTARAUGUS COUNTY

DEPARTMENT OF PUBLIC WORKS

Development - Progress - Workmanship

*Joseph T. Pillittere
Commissioner*

*Ryan J. Ferguson
Deputy Commissioner*

*Mark C. Burr, P.E.
Director of Engineering*



*Jack Ellis Drive
8810 Route 242
Little Valley, New York 14755
Phone (716) 938-9121
FAX (716) 938-2754*

Cattaraugus County Hazard Mitigation Plan Public Information Meeting

March 29th, 2013 at 9:00 a.m.
DPW Conference Room

Name:

Department/Affiliation:

Crystal Juss
[Signature]

Catt. Co. DPW
Catt. Co. DPW

JAMES ISAACSON

EDP: T

Paul Bishop

EDP&T

[Signature]

Catt Co DPW

Crystal Abers

Catt Co EDP&T

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Cattaraugus County Multi-Jurisdictional Hazard Mitigation Plan Planning Committee Meeting

FEMA – 1857 – 0017

**July 11th, 2013 9:00 a.m.
DPW Conference Room**

Present:

Affiliation:

Joseph Pillittere, Commissioner
Mark Burr, Director of Engineering
Chris Baker, Director
Cathi Peters, Assistant to the Director
James Isaacson, Senior Planner
Paul Bishop, Senior Planner
Crystal Gross, Microcomputer Spec.

Cattaraugus County Dept. of Public Works
Cattaraugus County Dept. of Public Works
Cattaraugus County Emergency Services
Cattaraugus County Emergency Services
Cattaraugus County Economic Dev., Planning & Tourism
Cattaraugus County Economic Dev., Planning & Tourism
Cattaraugus County Dept. of Public Works

I. Meeting was called to order by Ms. Gross at 9:00 a.m.

II. Old business:

- Draft Plan was sent to New York State on 5/5/13
- Two emails asking for clarification were received from NYSOEM
 - i. Contact Information
 - ii. Appendix numbering updated.

III. New Business

- Ms. Gross asked for all time and expenses from the Planning Committee in order to prepare the 2nd Quarter Report for 2013.
- Time frame of the Hazard Mitigation Grant was reviewed.

- NYSOEM and FEMA review comments on the Draft Plan were received 6/24/13. The Planning Committee went over the comments one at a time. Of note were the following:
 - Participation in the NFIP for all communities need to be expanded. Ms. Gross will update this in the Plan.
 - Specific mitigation actions need to be expanded to include all participants. Ms. Gross will prepare a listing of all municipalities that need additional mitigation actions and responsibilities. Mr. Pillittere, Mr. Burr, and Mr. Reid, Cattaraugus County DPW Operations Manager, will get with each municipality and gather this information. Mr. Isaacson and Mr. Bishop will contact the Planning Departments in each municipality as well.
 - The “process by which local governments will integrate the requirements of the mitigation plan into other planning mechanisms” needs to be clarified/expanded. Ms. Gross will contact NYSOEM and FEMA reviewers and ask for clarification.
 - Past mitigation actions need to be clarified and updated in the Plan. Ms. Gross will research these actions and prepare a table which will be added as a new appendix to the Plan.
 - “Changes in development that have occurred in the hazard prone areas and increased or decreased the vulnerability of each jurisdiction since the last plan was approved” will be more fully described. Each Planning Committee member will research this and give their input. Ms. Gross will compare Critical Facilities from the past plan to the present draft.

- IV. The next Planning Committee meeting will be scheduled after additions/clarifications of the Plan are complete in order for the Planning Committee to review prior to sending changes to New York State
- V. Meeting was adjourned at 10:00 a.m.

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Name:

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Catt Co DPW

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Cathi Peters

CC Emerg. Svcs.

CHRIS BRICCA

EMERG. SVCS.

Paul Bishop

CC E.D., P&T

JAMES ISAACSON

" " "

Mark C Burr

Catt Co DPW