

**OEDA Board Meeting Minutes**

**August 10, 2018**

**121 N Main Street 2<sup>nd</sup> Floor Albion NY  
Boardroom  
8:00 a.m.**

**Draft**

**Members Present:**

Paul Hendel, Chairman  
John Misiti, Vice Chairman  
Skip Draper, Treasurer  
Ken Rush, Assistant Treasurer  
Ken DeRoller, Secretary  
John DeFilipps, Assistant Secretary  
Carol D'Agostino, Member

**Also Present:**

Jim Whipple, CEO/CFO  
Gabrielle Barone, Vice President Business Development  
Diane Blanchard, Micro-Enterprise Business Coordinator  
Kevin Zanner, OEDA Legal Counsel  
Kelly Kiebala-Workforce Development

- I. Roll Call----** The meeting was called to order by Chairman Paul Hendel at 8:00 a.m. A quorum of the Board was present. Mr. Misiti left the meeting at 9:40 a.m. just prior to the presentation of the MAP and LDC report.

**Workforce Update-Kelly Kiebala**

Kelly Kiebala presented the workforce development update. Kelly discussed minimum wage rates, which are currently \$10.40/hr. and \$11.75/hr. for fast food businesses. As of December 31<sup>st</sup>, minimum wage will increase to \$11.10/hr. and \$12.75/hr. for fast food businesses. Average starting wages for large companies is \$12.00/hr. which will also increase. These wages along with a very low unemployment rate (4.8%) make it difficult for companies to hire employees.

Kelly reported on a job fair at GCC, which will be held on September 7<sup>th</sup>. She noted that transportation and funding are major problems in Workforce Development. She is working with the GLOW Workforce Development Board on these issues.

- II. Approval of Previous Board Meeting Minutes July 13, 2018 (Electronic)**

The July 13, 2018 Board meeting minutes were reviewed. A motion was made by Skip Draper to accept the meeting minutes as presented, seconded by John Misiti. Motion Passed.

### **III. Financial Reports**

**COIDA**—The current Agency account balance as of 07/31/18 is \$24,354.99. All of the Agency accounts were discussed.

**ORLF**---The current ORLF account balance as of 07/31/18 is \$535,646.72. ORLF account/statements were reviewed.

**Motion to accept the OEDA and ORLF financials made by Carol D’Agostino, seconded by John Misiti. Motion Passed. M0818-01.**

**PILOT Report**---Diane reported that all PILOTs are current.

### **IV. Executive Session**

**Motion to go into Executive Session for the discussion of financial matters of a corporation and the proposed acquisition sale or lease of real property, and to invite in staff, Jim Whipple, Counsel Kevin Zanner, Kelly Kiebala made by Ken DeRoller, seconded by John Misiti. Motion Passed.**

**Motion to exit Executive Session made by John DeFilipps, seconded by Skip Draper. Motion Passed.**

No action was taken during Executive Session or from the discussion in Executive Session.

### **V. Report of Committees/Departments**

**Business Development**---- Gabrielle presented the Business Development update on the following matters:

**WNA Group of Businesses**---Gabrielle reported that WNA was sold by Newell to Novalax as part of a 2.3 billion dollar sale which includes the Holley operation. FTE will be between 145 to 155. They are an industry leader in the manufacture of currency and coin bags, meal kit packaging, to go food service bags and grab and go food carry containers. They have not yet visited the Holley site and will do so in the near future.

**One on One with Businesses**—Gabrielle arranged for Senator Ort to visit Bernzomatic. Mayor Sidari was asked to write a letter to get Newell sold and Senator Ort was also asked for his assistance.

#### **Project Updates**

Jim reviewed the current project list report with the Board. These are projects staff is currently working on and updates.

**Solar Farm-Tax Incentives Genesee County**—Jim reported on an inquiry he received from an individual about an incentive package that was approved by the Genesee County Economic Development Center. This is for a pair of two-megawatt solar farms to be constructed in Pembroke. This was an information only item for the Board.

**Holley Gardens** ---Jim reported that Kevin Zanner and Joe Reynolds are working on the lease-leaseback/PILOT transaction for the Holley Gardens project. The closing is tentatively scheduled for mid-September.

**MBP Infrastructure Project**---Jim reported that hydro seeding work is complete.

**MBP Sanderson Road**---Jim reported that County funding has been approved for the demolition. Waiting for funds.

#### **Facilities/Sites**

**3959 Bates Road-ERP**---Jim reported that Kevin is working with NYSDEC to subdivide the Brunner and WNY Energy parcels which will enable the Agency and OLRC to transfer fee title of these parcels to Brunner and WNY Energy. Kevin stated that Change of Ownership forms have been filed with NYSDEC, which is a required initial step for transferring title.

**Albion Business Park Update**---Jim is working on retaining a consultant to prepare a Phase I environmental assessment and a SHPO cultural resources analysis.

**Holley Business Park-Signs**---Jim reported that the signs are up and Erie Way Tree Farm is working on the landscaping.

**Medina Business Park-Development Strategy Project**—Jim reported that the CFA application was submitted.

**Legal** –Kevin reported that the Authorities Budget Office (ABO) released a proposed regulation that would require industrial development agencies to post their blank project information request form and their approved project applications on the IDA’s website. The regulation will be published on August 22<sup>nd</sup> and there is a 60-day public comment period. A public hearing regarding the proposed regulation has been scheduled for September 4<sup>th</sup> in Albany.

**Correspondence**---Jim reviewed with the Board a letter received from Cropsey & Cropsey Attorneys at Law dated July 6, 2018.

**MAP and LDC Report.**

Diane reported the new Fall MAP class starts on September 4 and ends on November 6.

Diane is working on three loans, a \$40,000 loan for Gallo Hauling, \$35,000 loan for DC Hauling and \$15,000 loan for Herbalty Cottage. Gallo Hauling and DC Hauling have been approved by the LDC Board.

The GOSC loan fund account as of 07/31/18 has a balance of \$195,284.97; the HUD unrestricted account has a balance of \$4,872.87; the LDC money market account has a balance of \$108,913.31 and the LDC Grant loan fund has a balance of \$33,381.83.

**Marketing Update**—Jim reviewed the Agency’s monthly website snapshot for July. This report provides information regarding the number of users who visited the Agency’s website.

**Support Letters**---Jim reviewed a letter of support issued by the Agency in connection with a CFA application being submitted by the Village of Medina for grant funds to make important and required upgrades to its Wastewater Treatment Plant. Also reviewed was a letter of support for the PEW Charitable Trusts to gather organizations from around the state who would be supportive of legislation to address floods and break the cycle of costly rebuilding.

**VI. Unfinished Business**

**Update-ORLF/OCR Program Income Claw Back -6 Current Open Loans Proposing the Preparation of a “Loan Portfolio” Value**----- The Agency is working with H. Sicherman & Co on valuing the ORLF loan portfolio, which presently consists of 6 loans. Once the loan portfolio is valued, it anticipated that OLRC would seek financing to purchase the loan portfolio from the Agency. Proceeds from the sale would be returned to the municipalities as program income.

**VII. New Business**

**Consider Amendment to the Mortgage Tax Incentive for the Holley Gardens Project Resolution**

**A Resolution was presented as follows:**

**AMENDATORY RESOLUTION OF THE COUNTY OF ORLEANS INDUSTRIAL DEVELOPMENT AGENCY AUTHORIZING THE ACQUISITION, RENOVATION AND CONSTRUCTION OF A**

**FACILITY BY HOME LEASING, LLC OR ITS AFFILIATE SAVE HOLLEY HIGH LLC TO UNDERTAKE THE PROJECT FOR SALE OR LEASE TO THE AGENCY AND SUBSEQUENT LEASE OR RECONVEYANCE PURSUANT TO AN INSTALLMENT SALE CONTRACT TO HOME LEASING LLC OR SUCH AFFILIATED ENTITY, THE EXECUTION OF A MORTGAGE AGREEMENT, LEASE AGREEMENT AND/OR INSTALLMENT SALE CONTRACT AND PILOT AGREEMENT AND THE TAKING OF OTHER ACTIONS.**

**Resolution moved by Ken DeRoller, seconded by John DeFilipps.**

**Roll Call:**

<b>Paul Hendel</b>	<b>Aye</b>
<b>Ken DeRoller</b>	<b>Aye</b>
<b>Ken Rush</b>	<b>Aye</b>
<b>John DeFilipps</b>	<b>Aye</b>
<b>Carol D'Agostino</b>	<b>Aye</b>
<b>Skip Draper</b>	<b>Aye</b>
<b>John Misiti</b>	<b>Absent</b>

**6 Ayes**  
**0 Nays**

**Resolution Passed; Resolution attached. M0818-02.**

**VIII. Adjournment**

**Motion to adjourn subject to Chairman's recall was made by Carol D'Agostino, seconded by Skip Draper. Motion Passed.**

Respectfully Submitted,  
Diane Blanchard