

OEDA Board Meeting Minutes

July 13, 2018

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

Draft

Members Present:

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

Members Absent:

Paul Hendel, Chairman
Skip Draper, Treasurer

Also Present:

Jim Whipple, CEO/CFO
Gabrielle Barone, Vice President Business Development
Diane Blanchard, Micro-Enterprise Business Coordinator
Kevin Zanner, OEDA Legal Counsel
Chuck Nesbitt, Orleans County Chief Administrative Officer
Tom Rivers, Orleans Hub (joined the meeting during the marketing update)

I. Roll Call---- The meeting was called to order by Vice Chairman John Misiti at 8:00 a.m. A quorum of the Board was present.

II. Approval of Previous Board Meeting Minutes June 8, 2018 (Electronic)

The June 8, 2018 Board meeting minutes were reviewed. A motion was made by John DeFilipps to accept the meeting minutes as presented, seconded by Ken DeRoller. Motion Passed.

III. Financial Reports

COIDA—The current Agency account balance as of 06/30/18 is \$9,960.26. All of the Agency accounts were discussed.

ORLF---The current ORLF account balance as of 06/30/18 is \$526,282.18. ORLF account/statements were reviewed.

Motion to accept the OEDA and ORLF financials made by Carol D'Agostino, seconded by Ken DeRoller. Motion Passed. M0718-01.

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, made by Carol D'Agostino, seconded by Ken DeRoller. Motion Passed.

Motion to exit Executive Session made by Carol D'Agostino, seconded by Ken Rush. 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:

Niagara Food Specialties---The company is waiting on a revised incentive proposal from Empire State Development, which is expected to be issued soon. The company has signed a new ORLF commitment letter and paid the application fee.

Bernzomatic---This project continues to advance through the Brownfield Cleanup Program process.

Project Updates

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

Yates Wind Farm---Jim reported that he attended a three-hour Yates Town Board meeting at which this project was discussed.

ARG Services of WNY----Jim reported that construction of the building is nearly complete.

Takeform---Construction of the building expansion continues. \$120,000 ORLF loan closed on May 31, 2018.

Project Marigold----Jim reported on Project Marigold, which involves a Canadian company that is seeking a U.S. based location for a manufacturing facility. Invest Buffalo Niagara is working to bring the company to Western New

York and Orleans County has been identified as a potential location for this project.

MBP-Infrastructure Project---Jim reported on recent landscaping activities at MBP, including hydro-seeding work.

Buffalo IEDC Meeting----Jim reported on the International Economic Development Council (IEDC) Economic Future Forum that he attended in Buffalo last month. One of the presenters identified a list of the top eight criteria that companies consider when evaluating a potential location for their business, as follows:

1. Low cost land
2. Proximity to upstream/downstream suppliers
3. Quality Labor
4. Quality Infrastructure
5. Quality of Life
6. Political Leadership & Community Consensus
7. Capital
8. Incentives.

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.

Maple Ridge Road/DOT Possible Project-Update---Jim reported on the \$125,000 SAM grant application. Dina from Mindful Media is working with NYS Senator Robert Ort's office regarding the grant application. The grant funds would be allocated as follows: \$65,000 for an engineering study, \$25,000 for a two-sided sign, \$25,000 to complete the asbestos removal and demolition work at the Sanderson Road property and \$10,000 for materials for sewer and water extension.

Medina Business Park-Development Strategy Project—Jim reported that LaBella Associates is working on the ESD grant application for this project.

Legal –Nothing reported by Kevin.

MAP and LDC Report.

Diane reported the new Fall MAP class starts on September 4 and ends on November 6. She is working on a \$40,000 loan for a hauling company.

The GOSC loan fund account as of 06/30/18 has a balance of \$194,584.67; the HUD unrestricted account has a balance of \$4,872.87; the LDC money market account has a balance of \$108,829.38 and the LDC Grant loan fund has a balance of \$33,482.57.

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

Support Letter---Jim reviewed a letter of support issued by the Agency in connection with an application being submitted by the Village of Albion for a NYSDEC Water Quality Improvement Program (WQIP) grant.

Workforce Update—Nothing Reported.

VI. Unfinished Business

Update-ORLF/OCR Program Income Claw Back --- 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 Agreement to Accept Additional Funding from Orleans County to Complete Specific Capital Projects---Jim reported on a funding agreement between the Orleans County and COIDA pursuant to which the County will an additional \$42,000 to be used for Maple Ridge Road/MBP signage and asbestos removal and demolition work at the Sanderson Road property.

Motion to approve the agreement to accept additional funding from Orleans County and ratify execution of the agreement made by Carol D’Agostino, seconded by Ken DeRoller. Motion Passed. M0718-02.

Consider Approval of Funding for a New Park Sign in the Medina Business Park. Jim reviewed a one-page budget summary and accompanying quotes detailing the costs for a two-sided internally lighted monument sign at Medina Business Park.

Motion to approve a two-sided internally lighted monument sign in the Medina Business Park at a cost of \$19,207.00 made by Ken DeRoller, seconded by Ken Rush. Motion Passed. M0718-03.

Consider Approval of Funding to Complete Demolition work at the Sanderson Road Property Including Asbestos Removal. Jim reviewed a one-

page budget summary and accompanying quotes detailing the costs to complete demolition work and asbestos removal at the Sanderson Road property.

Motion to approve asbestos removal and demolition of the Sanderson Road Property at a cost of \$26,895.00 made by Carol D’Agostino, seconded by John DeFilipps. Motion Passed. M0718-04,

Consider GRE Request for Annual Funding--Jim reviewed the June 1, 2018 funding request letter received from Greater Rochester Enterprise (GRE). GRE is requesting \$5000.

Motion to approve GRE request for funding in the amount of \$5000, to be remitted to GRE at the discretion of the CEO subject to cash flow availability made by Ken DeRoller, seconded by John DeFilipps. Motion Passed. M0718-05.

VIII. Adjournment

Motion to adjourn subject to Chairman’s recall was made by Carol D’Agostino, seconded by John DeFilipps. Motion Passed.

Respectfully Submitted,
Diane Blanchard