

# OEDA Board Meeting Minutes

August 13, 2020

121 N Main Street 2<sup>nd</sup> Floor Albion NY

Board Room

8:22 a.m.

## Draft

### Members Present:

Paul Hendel, Chairman

John Misiti, Vice Chairman

Ken DeRoller, Secretary

John DeFilipps, Assistant Secretary

Skip Draper, Treasurer

Carol D'Agostino, Member

Ed Urbanik, Member

### Members Absent:

[None]

### Also Present:

Jim Whipple, CEO/CFO

Gabrielle Barone, Vice President Development

Diane Blanchard, Micro-Enterprise Business Coordinator

Kevin Zanner, OEDA Legal Counsel

Pursuant to Executive Order 202.1 suspending certain provisions of the Open Meetings Law, this meeting was held via telephonic conference call with a live video stream made available at the OEDA website to facilitate public access. The meeting was recorded, and a transcript of the meeting will be posted at the website at a later time. A roll vote was conducted for each item for which a Board vote was taken in order to assure that Board member votes were correctly recorded.

**I. Roll Call**--- The meeting was called to order by Chairman Paul Hendel at 8:22 a.m. Diane called the roll. Board members Hendel, Misiti, DeRoller, DeFilipps, D'Agostino, Draper and Urbanik were present, constituting a quorum of the Board.

### **II. Approval of Previous Board Meeting Minutes July 10, 2020 (Electronic)**

The Board reviewed the draft minutes from the July 10, 2020 Board meeting. John Misiti made a motion to accept the meeting minutes as presented, seconded by Skip Draper. The motion carried by a vote of 7-0-0.

### III. Financial Reports

**COIDA/ORLF Accept Monthly Financials**— Jim stated that the Finance Committee reviewed the COIDA and ORLF monthly financial reports and is recommending that the Board approve the reports. Ken DeRoller made a motion to accept the COIDA and ORLF financial reports, seconded by Carol D’Agostino. Motion Passed. (7-0-0) **M0820-01.**

### IV. Report of Committees/Departments/Sites

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

**BMP**—BMP is close to completing an application to ESD for financial assistance.

**WNYE**---WNYE has submitted an application with ESD for project funding.

**Hotel Project**----Gabrielle reported she has been in communication with the developers who are still seeking additional financing to complete the project. She has also been in contact with Bri-Mark Builders who have been performing upkeep at the hotel site.

**Niagara Food Specialties**--- Gabrielle reported that the company hiring.

**Project Updates**--- Jim reviewed the current project list report with the Board, a copy of which was included in the Board meeting materials.

**Heritage Wind-Update/Action**---Jim reported that he and Kevin are working on a term sheet regarding the specifics of the PILOT Agreement. Municipal approvals of the PILOT structure will be required.

**Brent-National Grid Award**--Jim reported that National Grid approved a \$55,000 Economic Development Grant to offset demolition costs at the former Bernzomatic Building.

**Amazon**---Jim reported that Amazon has pulled out of the Grand Island Project. The Medina Business Park may be considered for this project per the Buffalo Business First article. Jim noted that he is has been in communication with Invest Buffalo Niagara regarding the project.

**WNYE**---Jim reported that the company has submitted an application to the Agency for an expansion project.

#### **Facilities/Sites**

**Albion Business Park Update**----This item was discussed during New Business.

## **MAP and LDC Report**

Diane reported the Fall class starts on September 1<sup>st</sup> and ends on November 10<sup>th</sup>. Diane has started the interview process and 12 candidates are interested. Jim reported on the restructuring of the OLDC Board to a seven-member Board.

**Loans Status:** Printed reports from 08/10/20 are available for review.

### **Total Funds in RLF account as of 07/31/20:**

HUD unrestricted funds---\$7,804.59

Five Star Money Market Account-Unrestricted Funds---\$72,605.21.

**PARIS/ABO Report Data---**Jim reported on the 2018 IDA PARIS report.

**Legal**— No report.

**Marketing**—No report.

**Workforce Development**— Jim reported the unemployment rate for Orleans County is at 11% and he continues to work with Kelly Kiebala.

## **V. Unfinished Business**

### **Ratify M&T Line of Credit Agreement to Include Security Agreement**

Ken DeRoller made a motion to recommend to the Board to ratify the M&T line of credit agreement to include a security agreement. The motion was seconded by Carol D'Agostino and unanimously carried (7-0-0).

## **VI. New Business**

### **Consider Albion Business Park Sale Amendment Resolution**

**A Resolution was presented as follows:**

**RESOLUTION OF THE COUNTY OF ORLEANS INDUSTRIAL DEVELOPMENT AGENCY AUTHORIZING THE EXECUTION AND DELIVERY OF AN AMENDMENT TO THE CONTRACT FOR THE SALE OF A 9+/- ACRE PARCEL OF LAND LOCATED WITHIN THE ALBION CORPORATE PARK TO THE GENESEE/ORLEANS COUNCIL ON ALCOHOL AND SUBSTANCE ABUSE, INC. (GCASA) AND THE TAKING OF OTHER ACTIONS NEEDED TO EFFECTUATE THE CONVEYANCE OF THE PROPERTY.**

**The Resolution was moved for adoption by John DeFilipps, seconded by John Misiti.**

**Roll Call Vote:**

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

<b>7</b>	<b>Ayes</b>
<b>0</b>	<b>Nays</b>

**Resolution Passed; Resolution attached. M0820-02**

**Consider Adopting Revised COIDA Administrative Fee Schedule**—The Governance Committee recommended that the Board adopt the revised COIDA administrative fee schedule. John DeFilipps made a motion to adopt the revised COIDA administrative fee schedule. The motion was seconded by Ed Urbanik and unanimously carried (7-0-0). M0820-03.

**VII. Executive Session**

Motion to enter into Executive Session to discuss a personnel matter involving an Agency employee and to discuss the financial or credit history of a private company made by Ed Urbanik, seconded by John Misiti. Motion unanimously carried (7-0-0).

At the conclusion of the executive session discussion, Skip Draper made a motion to exit Executive Session, seconded by John Misiti. Motion Passed (7-0-0). No votes were taken during Executive Session.

**VIII. Adjournment**

Ed Urbanik made a motion to adjourn the meeting subject to Chairman's recall, seconded by John Misiti. Motion Passed (7-0-0).

Respectfully Submitted,  
Diane Blanchard