

OEDA Meeting Board Minutes

**November 9, 2017**

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  
Ken Rush, Assistant Treasurer  
Ken DeRoller, Secretary  
John DeFilippis, Assistant Secretary  
Carol D'Agostino, Member

**Members Absent:**

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

The meeting was called to order by Chairman Paul Hendel at 8:00 a.m.

**I. Roll Call**----A quorum of the Board was present.

**II. Approval of Previous Board Meeting Minutes October 13, 2017 (Electronic)**

The October 13, 2017 Board meeting minutes were reviewed. A motion was made by Ken Rush to accept the meeting minutes as presented, seconded by John DeFilippis. Motion Passed.

**III. Financial Reports**

**COIDA**—The current Agency account balance as of 10/31/17 is \$35,241.76. All of the Agency accounts were discussed.

**ORLF**---The current ORLF account balance as of 10/31/17 is \$671,778.07. ORLF account/statements were reviewed.

**Motion to accept the OEDA and ORLF financials made by John Misiti, seconded by Ken DeRoller. Motion Passed. M1117-01.**

**PILOT Report---**Diane reported all PILOT's are current.

#### **IV. Executive Session**

**Motion to go into Executive Session for the discussion of the financial and credit history of a corporation and the proposed acquisition, sale or lease of real property, and to invite in staff, Jim Whipple and Counsel Kevin Zanner made by John Misiti, seconded by Carol D'Agostino. Motion Passed.**

**Motion to exit executive session made by Ken DeRoller, seconded by John Misiti. 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 an update to the Board regarding business development projects.

**Bernzomatic---**Gabrielle reported on recent discussions with the NYSDEC. The NYSDEC indicated that it can begin a sixty day review process as soon as Newell submits a plan for the site. The project will not proceed until this is done.

**Project Slice---**Gabrielle reported that COIDA continues to work with Invest Buffalo Niagara (IBN) on this project.

**Hotel Project---**Gabrielle reported that the Medina Planning Board issued a conditional approval of the project. The company continues to work on solidifying its funding sources for the project, including possible financing through the Bank of Castile.

**Niagara Food Specialties-USA** – Gabrielle reported on a recent meeting with the company and its architect. Jim noted that while the company's OLRF loan commitment has expired, the Board may be asked to renew the loan commitment, as the company now appears to be moving forward with the project again.

**Takeform---**Gabrielle reported that the WNY Power Proceeds Allocation Board has recommended the approval of \$150,000 in funding for the Takeform/ Quorum Group LLC expansion project. Gabrielle noted that this is the first company in Orleans County to receive a power proceeds allocation. The Power Proceeds Allocation Board recommendation will be reviewed by the New York Power Authority, which has final approval authority over the funding. Jim noted that the

Agency is working with Takeform regarding a potential sale of an adjacent parcel at MBP to be used for parking.

### **Project Updates**

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

**ARG Disposal**----Jim reported that the company is clearing a lot near Washington Street for its building project.

**Dollar General in Kendall**----Jim and Ken DeRoller reported construction is moving forward on a Dollar General in the Town of Kendall.

**MBP Infrastructure Project**---Jim reported that the paving and ditch work has been completed and that the Agency is working with legal counsel to have the roads and sewers dedicated to the Village.

**MBP Strategic Plan Project**----Jim reported that the CFA has been submitted.

**Possible New Copier**---Jim reported that the Agency will lease a new copier but has not decided on a time frame.

**Amazon Project Update**----Jim reported that GRE and Invest Buffalo Niagara (IBN) have submitted a joint proposal for the Amazon project. GRE and IBN are waiting to hear more from Amazon as the company begins its evaluation process, and will provide additional public updates as information becomes available.

**Review of Letters of Support**---Jim reviewed with the Board the October 26, 2017 letter of support issued by the Agency in connection with the application of Village of Lyndonville for a New York Main Street Technical Assistance Grant.

### **Facilities/Sites**

**Update on Holley Business Park Wetland Work**—Jim reviewed the October 25, 2017 jurisdictional determination issued by the U.S. Army Corps of Engineers (ACOE) Jim noted that the ACOE conducted a site visit and determined that the wetland portion of the land needed for the fire road is an isolated wetland and can be filled.

**Legal**—Nothing reported by Kevin Zanner.

### **MAP and LDC Report.**

Diane reported the Fall MAP class started on September 12 and the class will be graduating on November 14. If anyone is interested in joining the class for the

graduation ceremony, please let her know. 12 participants are going through the class. To date, 462 Orleans County Residents have completed the MAP training.

The CFA grant was approved on December 10, 2015 for \$200,000. \$100,000 for the funding of Microenterprise grants, \$60,000 for the funding of Downtown Commercial Rent Subsidy grants, \$30,000 for program delivery costs and \$10,000 for grant administration costs. Diane sent in the last draw on 9/20/17. All the funds have been disbursed. 17 businesses were awarded grants.

The GOSC loan fund account as of 10/31/17 has a balance of \$187,751.92; the HUD unrestricted account has a balance of \$2475.22; the LDC money market account has a balance of \$113,644.29 and the LDC Grant loan fund has a balance of \$50,849.75.

**Marketing Update** ----Jim presented a brief marketing update.

**VI. Unfinished Business**

**Discussion on Contractor/Supplier Data Base**—Jim reported that the contractor/supplier database will go “live” this month.

**Discussion on the Orleans County of Members of the Finger Lakes Regional Economic Development Council**---Jim reported that Paul Fortin has been appointed as the Orleans County business representative to the Finger Lakes Regional Economic Development Council.

**VII. New Business**

**Consider the Extension of the Pride Pak Sales Tax Exemption to 12.31.17.**

**Motion to approve extending the Pride Pak Sales Tax Exemption to 12.31.17 made by Ken DeRoller, seconded by John Misiti. Motion Passed. M1117-02.**

**Consider the Extension of the Incentives for the Holley Gardens Project**

**A Resolution was presented as follows:**

**RESOLUTION OF THE COUNTY OF ORLEANS INDUSTRIAL DEVELOPMENT AGENCY TO AUTHORIZE THE EXTENSION OF TIME FOR THE HOLLEY GARDENS PROJECT.**

**Resolution moved by Ken DeRoller, seconded by Carol D’Agostino.**

**Roll Call:**

**Paul Hendel                      Aye**

<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>Absent</b>
<b>John Misiti</b>	<b>Aye</b>

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

**Resolution Passed; Resolution attached. M1117-03.**

**Consider Sales Tax and Mortgage Recording Tax Exemptions for the ARG Services of WNY Inc. Project**

**A Resolution was presented as follows:**

**RESOLUTION OF THE COUNTY OF ORLEANS INDUSTRIAL DEVELOPMENT AGENCY AUTHORIZING THE CONSTRUCTION AND EQUIPPING OF A FACILITY BY ARG SERVICES OF WNY INC. FOR SALE OR LEASE TO THE AGENCY AND SUBSEQUENT LEASE OR RECONVEYANCE PURSUANT TO A LEASE AGREEMENT OR AN INSTALLMENT SALE CONTRACT TO ARG SERVICES OF WNY INC., THE EXECUTION OF A MORTGAGE AGREEMENT, LEASE AGREEMENT AND/OR INSTALLMENT SALE CONTRACT AND THE TAKING OF OTHER ACTIONS.**

**Resolution moved by Carol D'Agostino, 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>Absent</b>
<b>John Misiti</b>	<b>Aye</b>

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

**Resolution Passed; Resolution attached. M1117-04.**

**Consider Extension of the Memorandum of Understanding with OCALS—**Jim presented a proposal to extend the MOU with the Orleans County Adult Learning Services Agency. Jim noted that the MOU does not require that the Agency expend any funding.

**Motion to approve a one-year extension to December 31, 2018 of the MOU with OCALS made by John Misiti, seconded by Carol D’Agostino. Motion Passed. M1117-05.**

**Consider Meeting Schedule for 2018**

**Motion to approve the meeting schedule for 2018 made by Ken DeRoller, seconded by John Misiti. Motion Passed. M1117-06.**

**VIII. Adjournment**

**Motion to adjourn subject to Chairman’s recall was made by Ken Rush seconded by John Misiti. Motion Passed.**

**Respectfully Submitted,  
Diane Blanchard**