

OEDA Board Meeting Minutes

November 13, 2020

121 N Main Street 2nd Floor Albion NY

Board Room

8:17 a.m.

Draft

Members Present:

Paul Hendel, Chairman

Ken DeRoller, Secretary

John DeFilipps, Assistant Secretary

Skip Draper, Treasurer

John Misiti, Vice Chairman

Carol D'Agostino, Member

Members Absent:

Ed Urbanik, Member

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 video 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 8:17 a.m. Diane called the roll. Board members Paul Hendel, Ken DeRoller, John DeFilipps, Skip Draper, John Misiti and Carol D'Agostino were present, constituting a quorum of the Board. Ed Urbanik was absent.

II. **Approval of Previous Board Meeting Minutes October 9, 2020 (Electronic)**

The Board reviewed the draft minutes from the October 9, 2020 Board meeting. John DeFilipps made a motion to accept the meeting minutes as presented, seconded by Skip Draper. The motion carried by a vote of 6-0-0.

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. John Misiti made a motion to accept the COIDA and ORLF financial reports, seconded by Ken DeRoller. Motion Passed. (6-0-0) **M1120-01.**

IV. Report of Committees/Departments/Sites

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

La Maison Albion---Gabrielle reported that she will be working with La Maison Albion regarding OCR financing for this project. The Town of Albion is expected to be the municipal pass-through of the OCR funds for the project.

Gabrielle is also working on an OCR project in the Town of Carlton.

One Bernzomatic Drive--Gabrielle reported that the developer is waiting for the NYSDEC to clear their project.

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

WNYE Project---Jim reported that the project is underway, and that an amendatory resolution for this project will be presented later in the meeting.

Niagara Food Specialties----Jim reported that Hurwitz & Fine is working with NFS attorneys to close on the sales tax exemption project.

Heritage Wind---Jim reported that the Town of Barre adopted the resolutions approving the allocation of PILOT payments to the taxing jurisdictions for the Heritage Wind project. Kevin stated that once all four taxing jurisdictions have adopted similar resolutions for the PILOT allocation, the IDA would be in a position to consider inducing the project.

Mid-South Adjustment--- Jim reported that the company has inquired about the Northeast parking lot at 231 East Avenue in Albion.

BOMET---Jim reported that the subdivision and survey is complete and the project is moving along.

Project Olive----No update.

Facilities/Sites

Albion Business Park Update----Jim reported the GCASA’s real property appraisal has been accepted by New York State. That was one of the key problems to move their funding application forward. Once they get an approval on their funding they will close on the property with their own funds.

MAP and LDC Report

Diane reported the Fall class graduation was on November 10th. Seven participants received their graduation certificates. The instructor Dorothy Daniels and the mentor Jon Costello will be working with the businesses to complete their business plans.

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

Total Funds in RLF account as of 10/31/20:

HUD unrestricted funds---\$6,397.86

Five Star Money Market Account-Unrestricted Funds---\$72,686.00.

Legal---No report

Marketing—Nothing reported.

Workforce Development---Nothing reported.

Personnel-CEO Search-Update---Paul Hendel updated the Board on the process and progress to identify and hire the individual to replace Jim as CEO/CFO of the Agency. The committee has met 4 or 5 times to discuss a list of characteristics and personal skills needed to identify an ideal candidate. The committee completed the job description, generated a bank of interviewing questions and completed press releases on Jim’s retirement. The next step is to review the resumes received to date and determine interview schedules. Individuals selected for interviews will meet with the Board in person at the Legislature Chamber, where appropriate social distancing is available. Zoom will also be used. Paul also noted that Kevin circulated written legal guidance on appropriate interview questions.

V. Unfinished Business

Consider an Amendment Resolution for the Western New York Energy Project to Correct the Tax ID#

A Resolution was presented as follows:

AMENDATORY RESOLUTION OF THE COUNTY OF ORLEANS INDUSTRIAL DEVELOPMENT AGENCY

AUTHORIZING THE CONSTRUCTION AND EQUIPPING OF A 6,050+/- SQUARE FOOT EXPANSION OF AN EXISTING ETHANOL MANUFACTURING FACILITY BY WESTERN NEW YORK ENERGY, LLC LOCATED IN THE TOWN OF SHELBY, NEW YORK, FOR LEASE TO THE AGENCY AND SUBSEQUENT LEASE TO WESTERN NEW YORK ENERGY, LLC THE EXECUTION OF LEASE AGREEMENTS, A CUSTOM PILOT AGREEMENT AND THE TAKING OF OTHER ACTIONS.

The Resolution was moved for adoption by Ken DeRoller, seconded by Skip Draper.

Roll Call Vote:

Paul Hendel	Aye
John DeFilipps	Aye
Ken DeRoller	Aye
Skip Draper	Aye
John Misiti	Aye
Carol D’Agostino	Aye
Ed Urbanik	Absent

6	Ayes
0	Nays

Resolution Passed; Resolution attached. M1120-02.

VI. New Business

Ken DeRoller updated the Board on the Orleans Digital Literacy project. A \$55,000 grant was received, and 40- 50 people are to be interviewed. Ken updated the Board regarding efforts to improve rural broadband access.

VII. Executive Session

None.

VIII. Adjournment

Carol D’Agostino made a motion to adjourn the meeting subject to Chairman’s recall, seconded by Skip Draper. Motion Passed (6-0-0).

Respectfully Submitted,

Diane Blanchard