

OEDA Board Meeting Minutes

August 9, 2019

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

Draft

Members Present:

Paul Hendel, Chairman
Ken DeRoller, Secretary
Skip Draper, Treasurer
Carol D'Agostino, Member

Absent:

John Misiti, Vice Chairman
John DeFilipps, Assistant Secretary
Jim Panek, Member

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

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.

II. Approval of Previous Board Meeting Minutes June 14, 2019 (Electronic)

The Board reviewed the draft meeting minutes from the June 14, 2019 Board meeting. Skip Draper made a motion to accept the meeting minutes as presented, seconded by Carol D'Agostino. Motion Passed.

III. Financial Reports

COIDA—Jim presented the monthly financial report for the Agency. The Agency cash account balance as of 07/31/2019 is \$34,654.30. All of the Agency accounts were reviewed and discussed.

ORLF--- Jim presented the monthly financial report for the OLRF. The ORLF cash account balance as of 07/31/2019 is \$243,387.03. Jim noted that the Agency funded the loan to Medina Hospitality.

Ken DeRoller made a motion to accept the COIDA and ORLF financial reports, seconded by Carol D'Agostino. Motion Passed. M0819-01.

PILOT Report----Diane reported that all PILOTs are current, except for the Waddington North America PILOT, which payment is outstanding less than 30 days.

IV. Executive Session

Carol D'Agostino made a 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 staff, Jim Whipple, Counsel Kevin Zanner and Chuck Nesbitt to join the session. The motion was seconded by Ken DeRoller and unanimously carried.

Skip Draper made a motion to exit Executive Session, seconded by Carol D'Agostino. Motion Passed.

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

V. Report of Committees/Departments/Sites

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

Snappy---Gabrielle reported that Snappy's parent company, Mi-Tek Industries, Inc. (Mi-Tek) executed a 100,000 square foot 10-year lease with Kyle Brent, which covers the entire Bernzomatic building except for the second floor. All space available in the main facility will be occupied. Kyle Brent currently occupies 30,000 square feet, but Mi-Tek would be interested in leasing an additional 30,000 square feet of space if it were made available. Snappy is targeting the end of December for the completion of its relocation to the Bernzomatic building. The company plans to move one cell at a time. Gabrielle noted that the relocation timeline is contingent on NYSDEC approval of a rear loading and docking area.

Medina Hotel Project—Gabrielle reported that the project developer is in town with 12 other visitors. The group will tour Orleans County with Gabrielle, Jim and the Orleans County Tourism Department.

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----Jim reported that the County and the developer have discussed a PILOT for this project.

Brewery/Distillery in Lyndonville---Discussions are underway regarding a possible Brewery/Distillery business in Lyndonville.

Sierra Biological----Jim reported that he recently met with Sierra Biological regarding a new expansion project.

BOMET---Jim reported that BOMET is working on a 1.5 million dollar equipment upgrade project in Albion, and is expected to add more employees.

Bates Road Redevelopment--- Jim reported on a solar project inquiry for this site.

Cobblestone Hotel-Update ---Jim reported that the balance of the ORLF loan proceeds were disbursed to the developer. Drone video footage of the hotel construction project were presented.

Niagara Foods--InBN Article---Jim reviewed InBN's recent article regarding the Niagara Food Specialties project.

GRE Food and Beverage Presentation Update---Jim reported on a recent presentation that he made to food and beverage site selectors. Jim noted that he was invited to make this presentation because of the Agency's support of GRE.

Northern Border-Falls Road Grant Award—Jim reported that the Northern Border Regional Commission awarded the Agency \$480,000 in grant funding to be used for Falls Road Railroad bridge and culvert improvements. The railroad will be responsible for providing match funding in the amount of \$120,000 for the project.

GLOW With Your Hands Update----Jim reported that the Orleans County Workforce Development Committee is promoting student participation at this program, which will take place at the Genesee County Fairgrounds on September 24. Over 1000 kids from four counties are expected to participate.

Facilities/Sites

Sale of Albion Business Park Update---Jim reported that the 23-acre sale of land to the Armstrongs is expected to close shortly. The Agency and GCASA have signed a sale agreement for the remaining nine-acre parcel. The GCASA land sale will require more time to close due to permitting requirements for the project.

Article on Taking Tax Delinquent Property----Jim circulated a news article regarding the formation by Onondaga County of a new local development corporation that will be utilized to acquire, rehabilitate and sell tax-delinquent commercial properties.

MBP-N-Pre-permitted Site Photos—Jim presented before and after photos of the MBP-N pre-permitted site and thanked the Town of Clarendon for mowing and cleaning up the site.

Legal – Kevin reported on discussions with Jim regarding the possible restructuring of the Audit, Finance and Governance committees and the elimination of committees that are no longer required for Agency operations. A committee restructuring proposal will be presented at the next Board meeting.

MAP and LDC Report

Diane reported the Fall MAP class starts on September 3rd and runs through to November 5th. To date 506 participants have gone through the program. Diane has 13 participants interested in the next class and is starting the interview process.

As of 07/31/19, the HUD unrestricted account had a balance of \$5230.34; and the LDC money market account had a balance of \$112,173.41.

Marketing Update---No report.

VI. Unfinished Business---None.

VII. New Business---Skip noted that Legislature committees are from time to time made aware of potential entrepreneurial opportunities, and he inquired as to how those opportunities could be publicized to individuals and businesses in Orleans County. The Board discussed the issue and agreed on the importance of publicizing these opportunities.

VIII. Adjournment

Ken DeRoller made a motion to adjourn the meeting subject to Chairman’s recall, seconded by Carol D’Agostino. Motion Passed.

Respectfully Submitted,
Diane Blanchard