

OEDA Meeting Board Minutes

June 8, 2018

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

Draft

Members Present:

Paul Hendel, Chairman
John Misiti, Vice Chairman
Skip Draper, Treasurer
Ken Rush, Assistant Treasurer
Ken DeRoller, Secretary
John DeFilipps, Assistant Secretary

Members Absent:

Carol D'Agostino, Member

Also Present:

Jim Whipple, CEO/CFO
Gabrielle Barone, Vice President Business Development
Diane Blanchard, Micro-Enterprise Business Coordinator
Kevin Zanner, OEDA Legal Counsel

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 May 11, 2018 (Electronic)

The May 11, 2018 Board meeting minutes were reviewed. A motion was made by Skip Draper to accept the meeting minutes as presented, seconded by John Misiti. Motion Passed.

III. Financial Reports

COIDA—The current Agency account balance as of 05/31/2018 is \$40,838.93. All of the Agency accounts were discussed.

ORLF---The current ORLF account balance as of 05/31/2018 is \$522,664.57. ORLF account/statements were reviewed.

Motion to accept the OEDA and ORLF financials made by John Misiti, seconded by Ken DeRoller. Motion Passed. M0618-01.

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 Skip Draper, seconded by John Misiti. Motion Passed.

Motion to exit Executive Session made by Skip Draper, 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 regarding multiple business development projects, including the hotel project.

Project Updates

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

LynOaken Press Release---Jim reviewed a press release regarding the \$200,000 loan to LynOaken Farms from the GAIN loan program fund administered by the Agency.

Niagara Food Specialties---- Jim reported that the Agency received a new ORLF application from the company this week, which will be discussed during the New Business portion of the meeting.

Holley Gardens---Ken DeRoller reported that the developer is expected to break ground on this project this Fall. The project converts a dilapidated building into a beautiful, safe, and historic facility, provides 41 much needed apartments to low and moderate-income seniors and will house the Village offices.

ARG Services of WNY----Jim reported that the balance of the loan proceeds will be disbursed shortly to the borrower to purchase additional disposal units and for working capital. The grand opening of the facility is scheduled for next week. A press release to follow.

Takeform---Jim reported that the \$120,000 OLRf loan closed on May 31, 2018.

Sanderson Road----- Jim reported that the Town of Shelby will mow the Sanderson Road property.

MBP-Infrastructure Project---Jim reported on landscaping work at MBP.

4002 Bates Road----Jim reported that this parcel was redeemed and no further action will be taken.

Facilities/Sites

3959 Bates Road-ERP---Jim reported that Kevin is working with NYSDEC to release the Brunner parcel property from the ERP.

Maple Ridge Road/DOT Possible Project-Update---Jim informed the Board that he plans to apply for a \$125,000 SAM grant. 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.

Albion Business Park-Review of Site--- Jim reviewed the maps for Albion Business Park that were included in the meeting agenda packet.

Discussion/Action-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 Spring MAP class graduation is on June 12th, if any of the Board members are interested in attending to let Diane know. 11 participants will be graduating.

The GOSC loan fund account as of 05/31/2018 has a balance of \$193,508.75; the HUD unrestricted account has a balance of \$4,872.87; the LDC money market account has a balance of \$108,776.03 and the LDC Grant loan fund has a balance of \$38,260.22.

Discussion-ABO Audit of Website- Jim reviewed with the Board a written report issued by the Authorities Budget Office (ABO) regarding its review of the Agency's website. The review was conducted between May 4, 2018 and May 8, 2018. The ABO found that the IDA posted most of the required financial and operating information on its web site.

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

Support Letters---Jim reviewed the May 14, 2018 letter of support issued by the Agency in connection with LynOaken Farms’ application for grant funding from National Grid’s Electric Capital Investment Incentive Program and Agri-Business Productivity Program.

Update Workforce—Nothing Reported.

2016 IDA Comptroller’s Report--- Jim reviewed a report included in the meeting agenda packet relating to the Agency’s performance in 2016. The report, which includes data from the 2016 PARIS report for the countywide IDAs located in Orleans, Genesee, Seneca, Ontario and Yates counties, shows that the Agency spent \$387 in operating expenses per job created in 2016 and its net dollar amount of tax exemptions per job gained of \$837. These are the lowest ratios of the five IDAs listed in the report. Board members commented on the strong performance of the Agency.

John Misiti left the meeting following this item.

VI. Unfinished Business

Discussion ORLF/OCR Program Income Claw Back--- Jim reported that the program income calculations for the ORLF and the LDC loan funds were submitted to the County and filed with OCR prior to the May 31st deadline.

VII. New Business

Resolution relating to the Subordination of Lien Position for the Zor, Inc. (Ace Hardware) ORLF Loan.

A Resolution was presented as follows:

RESOLUTION OF THE COUNTY OF ORLEANS INDUSTRIAL DEVELOPMENT AGENCY AUTHORIZING THE AGENCY TO SUBORDINATE ITS SECOND LIEN SECURITY INTEREST IN CONNECTION WITH AN ORLEANS REVOLVING LOAN FUND (ORLF) LOAN MADE TO EVANS ACE HARDWARE & BUILDING SUPPLIES INC. (THE “BORROWER”) AS OF JANUARY 18, 2013 TO FACILITATE THE BORROWER’S RECEIPT OF ADDITIONAL FINANCING FROM LAKE SHORE SAVINGS BANK.

Resolution moved by Ken DeRoller, seconded by Skip Draper.

Roll Call:

Paul Hendel	Aye
Ken DeRoller	Aye
Ken Rush	Aye
John DeFilipps	Aye
Carol D'Agostino	Absent
Skip Draper	Aye
John Misiti	Absent

5 **Ayes**
0 **Nays**

Resolution Passed; Resolution attached. M0618-02.

Niagara Food Specialties USA, Inc. \$150,000 ORLF Loan - A Resolution was presented as follows:

RESOLUTION OF THE COUNTY OF ORLEANS INDUSTRIAL DEVELOPMENT AGENCY AUTHORIZING A LOAN IN AN AMOUNT NOT TO EXCEED \$150,000.00 FROM THE ORLEANS REVOLVING LOAN FUND TO NIAGARA FOOD SPECIALTIES USA, INC. TO FINANCE THE PURCHASE OF MACHINERY AND EQUIPMENT ASSOCIATED WITH THE ESTABLISHMENT OF A NEW FACILITY FOR THE PROCESSING OF SPECIALTY MEAT PRODUCTS IN THE TOWN OF YATES, NEW YORK.

Resolution moved by John DeFilipps, seconded by Skip Draper.

Roll Call:

Paul Hendel	Aye
Ken DeRoller	Aye
Ken Rush	Aye
John DeFilipps	Aye
Carol D'Agostino	Absent
Skip Draper	Aye
John Misiti	Absent

5 **Ayes**
0 **Nays**

Resolution Passed; Resolution attached. M0618-03.

Leadership Orleans---Ken DeRoller reported Leadership Orleans is a new year-long educational program focused on building leadership skills while exposing participants with awareness, experiences, knowledge and individuals who work for the betterment of the community. Tuition cost is \$1,950.00. Site visits are part of the program.

VIII. Adjournment

Motion to adjourn subject to Chairman's recall was made by Skip Draper, seconded by Ken Rush. Motion Passed.

Respectfully Submitted,
Diane Blanchard