

## OEDA Board Meeting Minutes

February 11, 2022

121 N Main Street 2<sup>nd</sup> Floor Albion NY  
Board Room  
8:00 a.m.

### **Members Present:**

Paul Hendel, Chairman  
John Misiti, Vice Chairman  
Carol D'Agostino, Member  
Ed Urbanik, Member  
John Fitzak, Member

### **Members Absent:**

Skip Draper

### **Also Present:**

Michael Dobell, CEO/CFO  
Gabrielle Barone, Vice President Development  
Diane Blanchard, MAP Business Coordinator  
Kevin Zanner, OEDA Legal Counsel

**Roll Call**---- The meeting was called to order by Chairman Paul Hendel at 8:06 a.m. Diane called the roll. Board members Paul Hendel, John Misiti, Ed Urbanik, John Fitzak and Carol D'Agostino were present, constituting a quorum of the Board.

### **I. Approval of Board Meeting Minutes January 14, 2022 (Electronic)**

The Board reviewed the draft minutes from the January 14, 2022 Board meeting. Ed Urbanik made a motion to approve the meeting minutes as presented. The motion was seconded by John Fitzak and unanimously carried (5-0-0).

### **II. Financial Reports**

#### **COIDA/ORLF Accept Monthly Financials**

Michael Dobell presented the COIDA and ORLF financial reports for the month ending January 31, 2022. John Misiti made a motion to accept the COIDA and ORLF financial reports. The motion was seconded by John Fitzak and unanimously carried (5-0-0)  
**M0222-01.**

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

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

**CW Cold Storage**----Gabrielle reported that CW Cold Storage has postponed their expansion project due to the cost of building materials.

**Comfort Inn & Suites**---Gabrielle reported that the hotel is planning for a soft opening in early March. The reservation system is up and running and are getting many reservations.

**Bernzomatic**--- Kyle Brent closed on the rail easement and hopes to extend it to a vacant 25-acre lot.

**BOMET**---BOMET is discussing a rail system and team track for the facilities in Medina and Albion. BOMET is also considering purchasing an additional ten acres at MBP once shipping logistics issues are resolved.

**Stockham Lumber**---Stockham Lumber has entered into an agreement to purchase the former Snappy Complex. The location is expected to serve as a satellite site to the company's main facility in Holley.

**White Brothers Property (450 W. Oak Orchard Street)** ---The developers of this property are seeking to redevelop the site for a possible residential project. The developer has retained BME to assist with site development planning.

**Earth Tech**---The Agency continues to work with Earthtech on a potential project in the Holley Business Park.

**Project Updates** – Michael presented the following project updates:

**Heritage Wind**—Michael reported that he recently made an inquiry with the developer regarding timing for closing on the project financing.

**Hemlock Ridge Solar**---Michael reported that the solar developer has requested a project application and information regarding Agency incentives. The six affected taxing jurisdictions held a meeting in December to begin discussions regarding the structure of the PILOT incentive for the project. The Towns of Barre and Shelby want to negotiate host community agreements with the developer.

**Big Guys Camping**---Michael reported that the company has been issued a mortgage commitment for its project. Site work is underway. Kevin indicated that the lease-leaseback transaction should close soon.

**Project Nebula**---Michael reported that GRE recently requested additional information regarding Medina Business Park for this project.

**Facilities/Sites**

**Northern Border Grant**---Working with Erdman Anthony on Agreement.

**Legal**---No report.

**MAP and LDC Report**

Diane reported that the Spring Class starts on April 5<sup>th</sup> and ends on June 14<sup>th</sup>. To date, 544 participants have gone through the program.

**Grants:**

The Lockstone for \$12,000

Eventageous Media & Marketing for \$12,000

Upscale Overstock for \$15,000

Woodams Twisted Vines for \$15,000

Pretty Sweet Bakery for \$15,000

Studio 11 for \$15,000

Lyric & Lizzy Boutique for \$15,000

Last Call Cocktail Co for \$15,000

Laura Loxley Vintage Inspired Goods for \$20,000

Diane is working on the last two grants which are Horsin' Around for \$15,000 and Wild Flour Deli & Bakery for \$21,000 for a total of \$170,000.

**Loans Status:** Printed reports from 02/10/22 are available for review.

**Total Funds in RLF account as of 01/31/2022:**

HUD unrestricted funds---\$4908.97

Five Star Money Market Account-Unrestricted Funds---\$79,285.08.

**PILOT Report**---Diane reported that there are a few companies that have not yet paid their County and Town PILOT payments.

**Marketing** --- Michael reported that the Agency is pursuing grant funding from National Grid that is available for marketing initiatives.

**IV. Executive Session**

A motion to enter into Executive Session to discuss the proposed acquisition, sale or lease of real property was made by Carol D'Agostino, seconded by John Misiti. The motion was unanimously carried (5-0-0).

A motion to exit Executive Session was made by John Misiti, seconded by John Fitzak. The motion was unanimously carried (5-0-0).

V. **Unfinished Business**----None.

VI. **New Business**

**Extend Brunner International Option to Purchase Property.**

John Fitzak made a motion to extend Brunner International's option to purchase property at 3959 Bates Road to April 8, 2022, with the company to pay Agency legal costs associated with the land sale. The motion was seconded by John Misiti and unanimously carried. (5-0-0) **M0222-02.**

**2022 Election of Officers:**

The following proposed slate of officers for 2022 was presented:

Chairman, Paul Hendel  
Vice Chairman, John Misiti  
Ed Urbanik, Secretary  
Treasurer, Skip Draper  
John Fitzak, Assistant Secretary  
Carol D'Agostino, Assistant Treasurer

Motion to elect the individuals to the offices as set forth in the proposed slate of officers made by Ed Urbanik, seconded by John Misiti. Motion unanimously carried (5-0-0). **M0222-03.**

**Appointment of CEO/CFO and Administrative Director**

John Misiti made a motion to appoint Michael Dobell as CEO/CFO. The motion was seconded by Carol D'Agostino and unanimously carried (5-0-0). **M0222-04.**

**2022 Committee Appointments:**

The proposed slate of committee members to serve on the Audit Committee, Finance Committee and Governance Committee was presented as reflected in the Board materials.

Motion to approve the proposed committee appointments made by John Misiti, seconded by Ed Urbanik. Motion unanimously carried (5-0-0). **M0222-05.**

**Consider 2022 Contract with Orleans County.**

Michael presented the 2022 contract with Orleans County, a copy of which was included in the Board meeting packet. Ed Urbanik made a motion to approve the 2022 Contract with Orleans County. The motion was seconded by John Misiti and unanimously carried (5-0-0). **M0222-06.**

**Consider a Resolution Retaining Consultant to Advise on General Projects and CDBG Administration**

Michael reported on the results of the request for proposals process and referred Board members to the RFP materials included in the Board meeting packet. H. Sicherman & Company submitted the sole proposal in response to the Agency's RFP. Michael then presented the following resolution:

**RESOLUTION OF THE COUNTY OF ORLEANS INDUSTRIAL DEVELOPMENT AGENCY AUTHORIZING A PROFESSIONAL SERVICES CONTRACT WITH H. SICHERMAN & COMPANY, INC FOR THE PROVISION OF TECHNICAL SERVICES IN CONNECTION WITH THE AGENCY'S ECONOMIC DEVELOPMENT ACTIVITIES.**

John Misiti made a motion to adopt the resolution. The motion was seconded by Ed Urbanik and was unanimously carried. (5-0-0).

Resolution attached. **M0222-07.**

**Consider a Resolution Authorizing an Administrative Services Agreement with OLRC**

Michael presented the following resolution:

**RESOLUTION OF THE COUNTY OF ORLEANS INDUSTRIAL DEVELOPMENT AGENCY AUTHORIZING AN ADMINSTRATIVE SERVICES AGREEMENT WITH THE ORLEANS LAND RESTORATION CORPORTION.**

Ed Urbanik made a motion to adopt the resolution. The motion was seconded by John Misiti and was unanimously carried. (5-0-0).

Resolution attached. **M0222-08.**

**Consider a Resolution Authorizing an Administrative Services Agreement with the OCLDC.**

Michael presented the following resolution:

**RESOLUTION OF THE COUNTY OF ORLEANS INDUSTRIAL  
DEVELOPMENT AGENCY AUTHORIZING AN  
ADMINISTRATIVE SERVICES AGREEMENT WITH THE  
ORLEANS COUNTY LOCAL DEVELOPMENT  
CORPORATION.**

Ed Urbanik made a motion to adopt the resolution. The motion was seconded by Carol D'Agostino and was unanimously carried. (5-0-0).

Resolution attached. **M0222-09.**

**Adjournment**

Ed Urbanik made a motion to adjourn the meeting subject to Chairman's recall. The motion was seconded by Carol D'Agostino and unanimously carried (5-0-0).

Respectfully Submitted,

Diane Blanchard