

OEDA Board Meeting Minutes

November 12, 2021

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

Members Present:

Paul Hendel, Chairman
Ken DeRoller, Secretary
John DeFilipps, Assistant Secretary
Skip Draper, Treasurer
Carol D'Agostino, Member
Ed Urbanik, Member

Members Absent:

John Misiti, Vice Chairman

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 8:00 a.m. Diane called the roll. Board members Paul Hendel, Skip Draper, Ken DeRoller, Carol D'Agostino, John DeFilipps and Ed Urbanik were present, constituting a quorum of the Board.

I. Approval of Board Meeting Minutes October 8 and October 18, 2021 (Electronic)

The Board reviewed the draft minutes from the October 8, 2021 and October 18, 2021 Board meetings. John DeFilipps made a motion to approve the meeting minutes as presented. The motion was seconded by Carol D'Agostino and unanimously carried (6-0-0).

II. Financial Reports

COIDA/ORLF Accept Monthly Financials.

Michael Dobell presented the COIDA and ORLF monthly financial reports for the month ending October 31, 2021. Ken DeRoller made a motion to accept the COIDA and ORLF financial reports. The motion was seconded by Skip Draper and unanimously carried (6-0-0) **M1121-01.**

III. Report of Committees/Departments/Sites

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

CW Cold Storage--- CW Cold Storage is working on an expansion project at its location in the Town of Murray.

Medina Cold Storage---Gabrielle reported on a potential expansion project involving Medina Cold Storage.

Snappy Site---A prospective tenant interested in the Commercial Street site is negotiating with the property owner.

Hotel Project---Exterior work on the building is complete for this season and interior work is underway.

Velocitii---The company is securing new contract work and employs a large number of remote workers.

Bernzomatic----Discussions are ongoing regarding a potential rail siding project for this site.

BOMET---A meeting with the company is scheduled with the company principal to discuss expansion project.

Narby's----OCR project.

Earth Tech ----Earth Tech is considering a project at the Holley Business Park.

Heritage Wind---Michael reported that the Agency received an initial payment of \$125,000 from Heritage Wind. The next payment will be received when the company closes on its financing for the project, which is anticipated to take place during 2022.

Big Guys Camping---Michael reported that the project agreement was circulated to the company for review and signature.

Facilities/Sites-----Michael presented a brief update on the Medina Business Park, rail opportunities and maintenance activities.

Legal---Kevin Zanner reported on a new law that requires public entities to post meeting minutes on their website within two weeks of the meeting.

MAP and LDC Report

Diane reported that the Fall MAP class graduates on November 16th. The graduation will be held at the Lockstone.

Grants:

The 2nd drawdown of funds from grant 857ME969-21 have been received for 4 grants, as follows:

Studio 11	\$15,000
Lyric & Lizzy Boutique	\$15,000
Upscale Overstock	\$4,531.47
Pretty Sweet Bakery	\$11,000

Loans Status: Printed reports from 11/10/21 are available for review.

Total Funds in RLF account as of 10/31/21:

HUD unrestricted funds---\$19,861.94

Five Star Money Market Account-Unrestricted Funds---\$39,163.40.

Marketing --- Michael reported that he met with Matthew from GBT to discuss rail promotion.

Workforce Development-----Ken DeRoller reported on GLOW WDB's efforts to obtain 501(c)(3) tax exempt status which will increase grant funding opportunities. He also reported that all workforce training funds have been spent.

IV. Executive Session

A motion to enter into Executive Session to discuss personnel matters relating to an employee of the Agency was made by John DeFilipps, seconded by Skip Draper. The motion was unanimously carried (6-0-0).

A motion to exit Executive Session with no action taken was made by Ken DeRoller, seconded by Skip Draper. The motion was unanimously carried (6-0-0).

V. Unfinished Business----None.

VI. New Business-----None.

VII. Adjournment

Ed Urbanik made a motion to adjourn the meeting subject to Chairman's recall. The motion was seconded by John DeFilipps and unanimously carried (6-0-0).

Respectfully Submitted,

Diane Blanchard