

OEDA Board Meeting Minutes

November 9, 2018

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

Draft

Members Present:

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

Members Absent:

Ken Rush Assistant Treasurer
John Misiti, Vice Chairman
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
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 October 12, 2018 (Electronic)

The October 12, 2018 Board meeting minutes were reviewed. A motion was made by Ken DeRoller to accept the meeting minutes as presented, seconded by Skip Draper. Motion Passed.

III. Financial Reports

COIDA—The current Agency account balance as of 10/31/18 is \$117,824.74. All of the Agency accounts were discussed.

ORLF---The current ORLF account balance as of 10/31/18 is \$542,388.75. ORLF account/statements were reviewed.

Motion to accept the OEDA financials made by John DeFilipps, seconded by Skip Draper. Motion Passed. M1118-01.

Motion to accept the ORLF financials made by Skip Draper, seconded by John DeFilipps. Motion Passed. M1118-02.

PILOT Report----Diane reported that all PILOT's are current.

IV. Executive Session

Motion to go into Executive Session for the discussion of financial matters of a corporation and the proposed sale or lease of real property, and to invite in staff, Jim Whipple, Counsel Kevin Zanner, and Chuck Nesbitt made by Skip Draper, seconded by John DeFilipps. Motion Passed.

Motion to exit Executive Session made by Ken DeRoller, seconded by John DeFilipps, 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 the Business Development update on the following matters:

Niagara Food Specialties---Gabrielle reported the company is revising the project scope and working with its lender to obtain a financing commitment.

Takeform---The building is nearly completed. Equipment purchases will start soon with the ORLF and OCR funds. Gabrielle reported the company has created 33 of the 50 jobs that the company committed to create for the project.

Gabrielle also reported she is working on a project with the Zambito family.

Project Updates

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

Holley Gardens ---Jim reported that a December event is being planned relating to the commencement of the renovations to the Holley Gardens project.

Hotel Project---The developer is working on sources of financing for the project.

TeacherGeek--- Jim reported on TeacherGeek, a company that provides educational technology training products and programs. Jim will ask Darren Coon, CEO of the company, to present at a future Board meeting.

Heritage Wind-Town of Barre Letter—Jim reported that the Town of Barre adopted a resolution at its October 10, 2018 meeting to invite the County of Orleans Industrial Development Agency to work with the Town of Barre to develop a PILOT for the Heritage Wind Project.

Facilities/Sites

3959 Bates Road-ERP--- Jim reported on a brownfield redevelopment seminar presented by the Center for Creative Land Recycling (CCLR) that he attended in in Syracuse on October 7th and 8th.

Albion Business Park-RFP---The RFP has been released. Jim noted that no site tours have been requested by potential respondents to date.

Holley Business Park----Jim reported on efforts to undertake additional wetland work.

Medina Business Park

MBP Development Strategy Project-Update---Jim indicated that CFA funding awards are expected to be announced soon.

Maple Ridge Corridor Study---Jim reported that the Village of Medina and the Town of Shelby received funding for a study of the Maple Ridge Corridor, and that an engineering firm has been selected to prepare the study.

New Sign Installation---Jim reported that the new sign has been installed, along with the solar lighting.

Sanderson Road---Jim reported that the New York State Police has requested use of the property for training exercises. Access will be subject to a written indemnity agreement.

Legal –Nothing reported by Kevin.

Correspondence—None.

MAP and LDC Report.

Diane reported the graduation for the Fall MAP class was on November 6th. Ten participants graduated and received their certificates of completion. To date, 495 participants have gone through the program.

Diane is working on 3 loan applications, Gallo’s Hauling for \$40,000, DC Hauling for \$35,000 and Herbalty Cottage for \$15,000. All loans have been approved by the LDC Board.

The GOSC loan fund account as of 10/31/18 has a balance of \$198,870.62; the HUD unrestricted account has a balance of \$3,166.21; the LDC money market account has a balance of \$109,185.07; and the LDC Grant loan fund has a balance of \$32,627.46.

Marketing Update—Jim reported on the marketing snapshot for October 2018.

Support Letters---None.

VI. Unfinished Business

Consider Extending the Western New York Energy Rail Spur Lease— Jim presented the request from Western New York Energy for a two-year extension of the rail spur lease. The Board discussed the request, and the consensus was that an extension of six months was appropriate at this time.

Motion to extend the Western New York Energy Rail Spur Lease for an additional six months to September 30, 2019 made by Ken DeRoller, seconded by Skip Draper. Motion Passed. M1118-03.

Consider Sale of the ORLF to Satisfy NYS OCR Program Income Requirements Resolution

A Resolution was presented as follows:

RESOLUTIONS OF THE COUNTY OF ORLEANS INDUSTRIAL DEVELOPMENT AGENCY TO AMEND ITS SUBRECIPIENT AGREEMENTS WITH COUNTY OF ORLEANS, THE TOWNS OF ALBION, SHELBY, AND YATES AND THE VILLAGE OF HOLLEY.

Resolution moved by John DeFilipps, seconded by Ken DeRoller.

Roll Call:

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

4 **Ayes**
0 **Nays**

Resolution Passed; Resolution attached. M1118-04.

VIII. New Business

Consider Meeting Schedule for 2019

A motion to accept the Meeting Schedule for 2019 made by Ken DeRoller, seconded by John DeFilipps. Motion Passed. M1118-05.

IX. Adjournment

Motion to adjourn subject to Chairman's recall was made by John DeFilipps, seconded by Ken DeRoller. Motion Passed.

Respectfully Submitted,
Diane Blanchard