

OEDA Board Meeting Minutes

August 11, 2023

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

Members Present:

Craig Tuohey, Assistant Secretary
John Fitzak, Treasurer
Skip Draper, Vice Chairman
Jeff Martin, Member

Members Absent:

John Misiti, Chairman
Carol D'Agostino, Assistant Treasurer
Ed Urbanik, Secretary

Also Present:

Michael Dobell, CEO/CFO OEDA
Gabrielle Barone, Vice President Development
Diane Blanchard, OEDA Admin/MAP Manager
Matt Holland, OEDA Admin/MAP Manager
Kevin Zanner, Hurwitz Fine P.C., Legal Counsel

Roll Call---- The meeting was called to order by Vice Chairman Skip Draper at 8:00 a.m. Matt called the roll of Board members. Skip Draper, Craig Tuohey, John Fitzak, and Jeff Martin were present, constituting a quorum of the Board.

I. Approval of Board Meeting Minutes July 14th 2023 Board Meeting Minutes (Electronic) and July 14th 2023 Board Executive Session Meeting Minutes (Electronic)

The July 14, 2023 Board meeting minutes and July 14, 2023 Executive Session minutes were reviewed by the Board. A motion was made by Jeff Martin to approve both sets of meeting minutes as presented, seconded by Craig Touhey. Motion unanimously carried.

II. Financial Reports

COIDA/ORLF Accept Monthly Financials

Michael Dobell presented the COIDA and ORLF financial reports for the month ending July 31, 2023. The Board discussed the finances of the Agency. Michael noted that finances will remain tight for the rest of the year. Earlier this month, OLRC received pre-

payment in full of the Velocitii term loan, which will be shown in next month's financial reports. Michael is working on a budget, which will be sent out to the Board for comment. An RFP for audit services will be issued this month. A decision on the audit services will hopefully be made at the September 8th meeting. At the conclusion of the discussion, John Fitzak made a motion to accept the COIDA and ORLF financial reports. The motion was seconded by Jeff Martin and unanimously carried.

PILOT Report –Matt reported that all PILOT payments are current except BOMET's Village PILOT payment, which is behind by two months. The company has been contacted about late payments and Matt will continue to follow up. Diane reported that the Town of Albion has not paid its annual fee to the IDA this year and has not paid in three years. Skip Draper suggested that a meeting be arranged to discuss why the Town of Albion is no longer paying the marketing fees.

III. Report of Committees/Departments/Sites

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

Gabrielle attended the Iroquois Workforce Council online meeting. They have capacity for 225 students with a current enrollment of 93 at the center. They provide various construction and medical trade education. Most programs are nine months long if the student has an equivalent degree. The Niagara County job development representative reported challenges with AI possibly influencing curriculum. There is a job fair flyer, which was distributed to 35 or 40 related businesses.

The second session of NY Forward was held. Projects are being analyzed by Bergman Group and ESD for suitability. A few of these projects might also be eligible for IDA incentives such as sales tax, mortgage tax, or assistance through the NYS Office of Community Renewal. Other communities in the County are looking to apply to NY Forward.

Stockham Lumberyard rail project--- The project is now in the hands of Falls Road Railroad. A grant was written and received for the project. However, due to delays the costs have now exceeded the grant award. Parties are getting new quotes for the next round of grant funding.

Novalex WNA--- A conference call was scheduled with LeFrois Builders, Kevin Hanes from WNA, and the potential developer of a standalone warehouse on property that the IDA owns in the Holley Business Park. The project involves potentially a 100,000 square foot warehouse facility. Project details need to be further delineated. The warehouse could result in the creation of a dozen jobs, and even more if the warehouse includes a manufacturing component. There are currently several trailers behind the WNA building, which is not favored by the Village of Holley. The warehouse could potentially get an access spur to the potential railroad at Stockham.

Project Updates – Michael presented the following project updates:

The Heritage Wind project has been delayed significantly by the ORES decision refusing to allow the developer to relocate certain of the wind turbines, which has caused the developer to reduce the number of turbines from 34 to 28. The next ORES decision concerning the project is expected in September, which pushes back financing, the closing, and the developer's construction start date by 6-9 months. The project may close in the Spring of 2024 at the earliest.

There have been preliminary conversations with a developer interested in creating a retail office/business incubator in Medina for startup businesses. Preliminary research as to what kind of businesses would utilize it is needed. The developer is open to various sizes of property for the incubator. The developer is also open to creating a spec building with an adjustable floor plan.

A Canadian company is coming to Orleans County sometime in the next month. The company is interested in building a housing development. The project would involve the construction of suburban style homes on a 100 plus acres plot. The company is looking at Albion as an option. Access to sewer and water is the biggest concern. The company is also open to manufacturing a spec building with an empty customizable floor plan.

The NBRC culvert project with Falls Road Railroad is moving along. The IDA is beginning to expense costs. As reimbursements for NBRC come back to the IDA, there will be fluctuations in the checking account.

Gabrielle received a call from Kyle Brent of Brent Industries looking at a project to remove older structures at the Commercial Street site. He is working with LeFrois Builders and planning next steps. He is still committed, and another site is available through him with potential rail access with a permanent easement.

Facilities/Sites--- Michael reported that he met with BME at the Medina Business Park to review wetland management activities required over the five-year period. Pesticides will be sprayed in front of Pride Pak to mitigate invasive species. Next spring the Army Corps of Engineers will review the work and if approved, Pride Pak will be able to mow that area.

MAP and LDC Report

Spring MAP Class 2023

- Matt reported that there will not be a Fall MAP class but the next one will be in the Spring of 2024.

Diane closed on a grant for DUBY's Tailgate for \$35,000 on May 17th. We closed on a grant for \$25,000 Hometown Care on June 6th. To date the OCLDC has disbursed \$150,000 of the grant funds. Call Charlie's has applied for a grant in the amount of

\$25,000. Two additional grants were submitted to Sichertman & Company for review; one for Leading Ladies Cleaning Service and a second for Reborn Fitness Beauty and Spa.

- Loans Status: Printed reports from 07/10/23 are available for review.
 - Total funds in RLF Account as of 07/31/23:
 - \$36,298.48---HUD unrestricted fund
 - \$85,161.07---Unrestricted Money Market Account.

Legal –No report.

Marketing --- Michael reported that the Agency is looking into a grant for marketing. There have been preliminary discussions with Mindful Media on applying for this grant. The grant will roll out during Spring of 2024.

Mindful Media will look into updating the website to include information about the availability of Niagara County’s online SBA course to prospective micro-enterprise businesses located in Orleans County. Participation and completion of the online course would allow micro-enterprise businesses to apply for OCLDC MAP grant funding.

National Grid funding is opening up for marketing to Canada. Although none of the villages or towns meet the population requirements of the grant, Orleans County as a whole fits within the grant’s requirements. Mindful Media is discussing with National Grid the possibility of applying for the whole County.

IV. Executive Session

Motion to enter into executive session to discuss pending litigation and the proposed acquisition of interest in real property made by Craig Tuohey and seconded by Jeff Martin.

Motion made to exit Executive session made by Jeff and seconded by Craig at 9:15am. No action was taken during executive session.

V. Unfinished Business – None.

VI. New Business.

Consider the approval of the 2022 PARIS Report

Michael presented the 2022 PARIS report. Jeff made a motion to approve the 2022 PARIS report and John Fitzak seconded. The motion unanimously carried.

Consider Consultant Agreement with Diane Blanchard

Michael presented the terms of a proposed consulting agreement with Diane Blanchard. The agreement would commence on September 5th and continue for a period of one year. at a rate of \$65.00/hour and capped at \$3,500. John Fitzak made a motion to approve the contract as presented, Jeff Martin seconded. The motion was unanimously carried.

Adjournment

Motion to adjourn subject to Vice Chairman's recall made by Jeff Martin, seconded by Craig Tuohey and unanimously carried at 9:18 a.m..

Respectfully submitted,

Matt Holland