

OEDA Board Meeting Minutes

January 10, 2020

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

Draft

Members Present:

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

Members Absent:

James Panek

Also Present:

Jim Whipple, CEO/CFO
Gabrielle Barone, Vice President Development
Diane Blanchard, Micro-Enterprise Business Coordinator
Kevin Zanner, OEDA Legal Counsel
Tom Rivers Orleans HUB (Joined the meeting at 8:30am)

I. **Roll Call**---- The meeting was called to order by Chairman Paul Hendel at 8:00 a.m. The Chairman reminded the Board that the meeting is being live-streamed as required by the new state law that went into effect on January 1st. Diane called the roll. Board members Hendel, Misiti, DeRoller, DeFilipps and D'Agostino were present, constituting a quorum of the Board. Skip Draper joined the meeting during the presentation of the financial reports.

II. **Approval of Previous Board Meeting Minutes December 13, 2019 (Electronic)**

The Board reviewed the draft minutes from the December 13, 2020 Board meeting. John Misiti made a motion to accept the meeting minutes as presented, seconded by Ken DeRoller. Motion Passed (5-0-0).

III. **Financial Reports**

COIDA—Jim presented the monthly financial report for the Agency. The Agency cash account balance as of 12/31/19 is \$10,044.22. All of the Agency accounts were reviewed and discussed.

ORLF--- Jim presented the monthly financial report for the ORLF. The ORLF cash account balance as of 12/31/19 is \$3,148.77.

John Misiti made a motion to accept the COIDA and ORLF financial reports, seconded by John DeFilipps. Motion Passed. (6-0-0) M0120-01.

County Loan Repayment-Update---Jim reported that the second of three payments owed to the County of Orleans will be paid ASAP. Kim DeFrank, County Treasurer has been made aware of the payment delay.

PILOT Report----Diane reported that all PILOTs are current except for A.J Piedimonte.

2019 ABO Annual Report—Jim reviewed with the Board the 2019 Annual Report on Public Authorities in New York State relating to IDA operating expenses. Jim noted that OEDA’s operating expenses have decreased 2.6% between 2014 and 2018.

IV. Report of Committees/Departments/Sites

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

BOMET—Gabrielle reported that BOMET met with the Medina Planning Board to discuss BOMET’s site plan.

WNYE--Gabrielle reported that the Village of Medina and WNYE are working together on a water rate proposal.

Snappy--- Gabrielle reported that Snappy will complete its relocation to the Bernzomatic building soon and the second floor is ready to be occupied.

Zambito Project—Gabrielle reported that the NYSDEC will hold a public hearing on this project on January 23rd.

CRFS-2020—Gabrielle and Jim met with CRFS to discuss their back-office project.

Bent’s Opera House—Gabrielle reported that she received a sales tax abatement request for kitchen equipment for the Bent’s Opera House project.

Project Updates - Jim reviewed the current project list report with the Board, a copy of which was included in the Board meeting materials.

Heritage Wind---Jim reported that the taxing authorities will meet on January 14th regarding the Heritage Wind project.

Sierra Biological—Jim reported that the company is working on financing.

Falls Road-Culvert/Bridge Replacement---Kevin reported on the status of the sub-grant agreement between the Agency and Falls Road RR.

Project Hydro Grow—Jim reported this is a Hemp Greenhouse Ag project.

Mid-South Adjustment---Jim updated the Board on this back-office student loan collections project.

REDI---Jim reported that he met with 2 possible applicants for the NYS lakeshore funding.

Maple Ridge Corridor Study—Jim informed the Board that the study has been completed.

Facilities/Sites

Sale of Albion Business Park Update---GCASA—Kevin reported that GCASA is working with its mortgage lender to secure financing for the project. The Agency will close on the sale of the land once GCASA has lined up its financing.

RFQ for MBP Feasibility/Development Study Update— Jim reported that he will be reviewing the three engineering firm responses that the Agency received to the Agency’s request for qualifications.

MAP and LDC Report

Diane reported the Spring MAP class starts on April 14th and runs through June 23rd. To date 518 participants have gone through the program. A new business opened in Medina, “The Quiet Eye” located on East Center Street. Patricia Greene is the owner and participated in the MAP program in the Spring of 2017. The business offers Spiritual readings and Art classes.

CFA Grant---Diane reported the Microenterprise Program did not receive the grant.

Loans Status: Printed reports from 12/10/19 are available for review.

Total Funds in RLF account as of 12/31/19.

HUD unrestricted funds---\$9,064.03

Five Star Money Market Account-Unrestricted Funds---\$112,647.49.

Legal-Kevin Zanner---No report.

Marketing-InBN (Invest Buffalo Niagara) Jim reviewed a list of properties that Invest Buffalo Niagara included in its Industrial Real Estate Development Buildings and Sites Report. He noted that two buildings in Orleans County, along with MBP, Holley Business Park and 3959 Bates Road are included on the list.

Opportunity Zone Press Release—Jim referred the Board to the press release included in the Board materials regarding the Opportunity Zone designation of certain parts of Albion and Gaines.

Workforce Development---Jim reviewed the 2018 Workforce Development report.

V. Unfinished Business

Consider the Adoption of the Amendment to the Uniform Tax Exemption Policy (UTEP) to Include Provisions Applicable to Solar Energy Projects

Jim reported on the public hearing that was held on January 9th regarding the proposed amendment to the UTEP. He then presented the following resolution:

RESOLUTION OF THE COUNTY OF ORLEANS INDUSTRIAL DEVELOPMENT AGENCY REGARDING AN AMENDMENT TO THE AGENCY’S UNIFORM TAX EXEPMTION POLICY.

Resolution moved by Ken DeRoller, seconded by Skip Draper.

Roll Call:

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

6 Ayes
0 Nays

Resolution Passed; Resolution attached. M0120-02.

VI. New Business

2020 Mission Statement and Measurement Report—Jim reviewed the 2020 Mission Statement and Measurement Report.

Motion to accept the 2020 Mission Statement and Measurement Report made by Skip Draper, seconded by John Misiti. Motion Passed. M0120-03.

2019 Board Evaluation Form-Return by February 14, 2020—Jim asked Board members to complete and return the Board Performance Evaluation Forms by February 14, 2020.

VII. Executive Session

Motion to go into Executive Session to discuss the financial and credit history of Medina Hospitality, LLC made by Carol D’Agostino, seconded by John Misiti.

John DeFilipps made a motion to exit Executive Session, seconded by John Misiti. Motion Passed.

The Chair reported that no votes were taken during Executive Session.

VIII. Adjournment

John Misiti made a motion to adjourn the meeting subject to Chairman’s recall, seconded by Skip Draper. Motion Passed. (6-0-0).

Respectfully Submitted,
Diane Blanchard