

## OEDA Board Meeting Minutes

November 17, 2023

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

### **Members Present:**

John Misiti, Chairman  
Craig Tuohey, Assistant Secretary  
John Fitzak, Treasurer  
Jeff Martin, Member  
Carol D'Agostino, Assistant Treasurer  
Ed Urbanik, Secretary

### **Members Absent:**

Skip Draper, Vice Chairman

### **Also Present:**

Michael Dobell, CEO/CFO OEDA  
Gabrielle Barone, Vice President Development  
Matt Holland, OEDA Admin/MAP Manager

**Roll Call**---- The meeting was called to order by Chairman John Misiti at 8:00 a.m. Matt called the roll of Board members. John Misiti, John Fitzak, Carol D'Agostino, and Jeff Martin were present, constituting a quorum of the Board. Craig Tuohey arrived at 8:05 after the roll call and Ed Urbanik arrived at 8:50 during the Marketing report.

### **I. Approval of Board Meeting Minutes October 13<sup>th</sup> 2023 Board Meeting Minutes (Electronic)**

The October 13th, 2023 Board meeting minutes were reviewed by the Board. A motion was made by Jeff Martin to approve the meeting minutes as presented, seconded by John Fitzak. Motion unanimously carried.

### **II. Financial Reports**

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

Michael Dobell presented the COIDA and ORLF financial reports for the month ending October 31st, 2023. The Board discussed the finances of the Agency. Michael noted that the Agency's budget will now accurately account for its annual NYSRL payment in January of 2024 and discussed the County loan payment, which will be due in March of

2024. Craig Tuohey made a motion to accept the COIDA and ORLF financial reports. The motion was seconded by John Fitzak and unanimously carried.

**PILOT Report** – Matt Holland reported that two PILOT payments are still incoming but that all payments should be current by December 2023.

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

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

**-Workforce Job Fair**

Gabriell attended the Workforce Job Fair on Oct 19<sup>th</sup> and was able to discuss several topics with employers. Brunner and Pride Pak were also in attendance. Brunner was optimistic about the transition to Hendrickson Holdings LLC. Pride Pak has added a third shift and Baxter is also adding a second shift. There was discussion about the Correctional Facilities transport work force being utilized in Rochester. Gabrielle has pointed out to program operators that Albion has manufacturers that can utilize this program. John Fitzak noted that some work release is occurring at Brunner and Empire Coating.

**-Lake Ridge Fruit LLC- Town of Gaines Planning Board Meeting**

Gabrielle and Michael attended the Town of Gaines planning board meeting for Lake Ridge Fruit Company, LLC's project on 11/12/23. Michael is working with Mindful Media Group on press coverage of the project and a press release is planned for the Orleans Hub.

**-NY Forward**

The NY Forward public committee process is completed, and recommendations have been proposed by the committee. Some of the projects may be coming to the OEDA for OCR and Sales Tax abatement.

**Thrive Freeze Dried Foods-**

The Thrive Freeze Dried Foods OCR project remains slow and the requirement for hiring a certain number of employees to meet guidelines is still ongoing.

**WNY Energy-**

WNY Energy is looking at installing a fifth rail spur. This will help with an increase in imported corn from the Midwest, which is increasing the railroad track traffic. The OEDA is looking into ways to assist them in seeking funding.

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

**WNA-**

Michael is still working with WNA on their expansion project. They are in the process of developing more details about the project.

**Heritage Winds-**

There have been positive conversations about the project moving forward. However, there still is not a definitive timeline.

**Lake Ontario Fruit LLC**

Michael discussed with Lake Ontario Fruit LLC purchasing condensers for their cold storage's electricity, which would cut back on electric usage. With the need for increased employment, there is an opportunity to utilize OCR or possibly the Gain Fund.

Gabrielle and Michael will be visiting a site being purchased in Albion that has potential as a business site. Michael noted that there has been an increase recently in enquiries for open sites.

**Facilities/Sites-**

ESD will perform a recertification process for all shovel ready sites. The process requires marketing material and aerial documents showing the sites and acreage.

Gabrielle discussed that the OEDA purchased a road behind Pride-Pak and that it is now starting to show signs of disrepair. The road was handed over to the Village of Medina. Gabrielle had a constructive conversation with the Village and they will investigate what repairs are needed.

**MAP and LDC Report**

Matt reported that the last of the MAP grant funding has been dispersed to Serenity Spa and Holistic Center LLC for \$35,000. The LDC will be applying for more funding with the help of H. Sicherman and Company, which is anticipated for the spring or summer of 2023. The LDC Finance Committee also discussed establishing new guidelines for grant awards, program monitoring, and support for businesses beyond the six-month grant award period. Michael discussed changing policies around equity requirements of the MAP grantees. The LDC is looking at a Fall 2024 program start for the Small Business and Entrepreneur classes but local businesses and entrepreneurs can still attend the SBDC courses at UB-Brockport and Niagara County Community College to qualify for MAP grants from the OLDC.

**Legal** –No report.

**Marketing** --- The OEDA is still working on a rebranding plan with Mindful Media Group. This plan includes launching a new website and logo. Matt is investigating possible grant funds with Mindful Media Group that can be applied towards both the IDA and the MAP program, for example National Grid and USDA. There is funding through National Grid to market to Canadian site selectors.

**IV. Executive Session**

A motion to enter into executive session to discuss a particular businesses project details and financials was made by John Fitzak. The motion was seconded by Craig Tuohey and unanimously carried at 8:57AM.

A motion to exit Executive session was made by Craig Tuohey, seconded by Jeff Martin and unanimously carried at 9:31AM. No action was taken during the executive session.

**V. Unfinished Business – None.**

**VI. New Business**

**Consider 2024 meeting schedule dates**

Michael presented the board meeting schedule for 2024. Carol D’Agostino made a motion to accept the schedule as presented, seconded by Craig Tuohey and unanimously approved.

John Fitzak presented the marketing services offered by Brandmint for the consideration of OEDA board and staff.

**Adjournment**

Motion to adjourn subject to Chairman’s recall made by Jeff Martin, seconded by Carol D’Agostino and unanimously carried at 9:37 a.m..

Respectfully submitted,

Matt Holland