

Board Meeting Minutes

County of Orleans Industrial Development Agency

May 9th, 2025

121 N Main Street 2nd Floor Albion NY

Board Room

8:00 a.m.

Members Present:

John Misiti, Chairman
Craig Tuohey, Assistant Secretary
John Fitzak, Treasurer
Jeff Martin, Secretary
Skip Draper, Vice Chairman
Carol D'Agostino, Assistant Treasurer

Members Absent:

Ed Urbanik, Member

Also Present:

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

Roll Call---- The meeting was called to order by Chairman John Misiti at 8:01 a.m. Matt called the roll of Board members. Board members John Misiti, Craig Tuohey, John Fitzak, Carol D'Agostino, and Jeff Martin were present, constituting a quorum of the Board. Skip Draper joined the meeting during the business development report.

I. Approval of April 11, 2025 Board Meeting Minutes (Electronic)

The minutes of the April 11, 2025 meeting of the Board were reviewed by the Board. A motion was made by John Fitzak to approve the meeting minutes as presented, seconded by Craig Tuohey. Motion unanimously carried.

II. Financial Reports

COIDA/ORLF Accept Monthly Financials

Michael Dobell presented the COIDA and ORLF financial reports for the month ending April 30th, 2025. The ending balance for the main OEDA account was \$1,188,867.53. The balance in the high interest savings account is \$161,780.34. The Board discussed the monthly financials. At the conclusion of the discussion, Jeff Martin made a motion to accept the COIDA and ORLF financial reports. The motion was seconded by Craig Tuohey and unanimously carried.

PILOT Report – Matt Holland reported that all PILOT payments are current and that billing for Village PILOT payments will begin at the end of May.

III. Report of Committees/Departments/Sites

Business Development-- Gabrielle presented a brief Business Development update, noting that tariffs remain a concern for businesses in the area.

Project Updates – Michael Dobell presented the following project updates:

Hemlock Ridge Solar – The Agency received the partial fee payment from the solar developer. Sales tax exemption documentation is being finalized.

Helena Agri-Enterprises – The Agency has received the partial fee payment from the company. Sales tax exemption documentation is being finalized.

GRE - Michael reported that Greater Rochester Enterprise (GRE) continues to be a source for project leads. Overall, the level of interest from developers and companies in pursuing projects in Orleans County is relatively unchanged. A few companies have mentioned that the market is unsettled due to the tariffs issue.

Facilities/Sites-

MBP Wetlands - Michael reported that BME will be spraying two spots along the southwestern side of the Medina Business Park. This is to mitigate for invasive species.

CHPC IT Services - Michael reported that CHPC has begun installation of new cybersecurity hardware and software for the Agency's computer network.

MAP and LDC Report

Matt Holland reported that the MAP program is on week 6. There is currently a MAP grant applicant that is in review by H. Sicherman and Co. that could eventually require approval by the LDC Finance Committee. RLF loans remain in a similar pattern as in previous months.

Legal- No report.

Marketing- No report.

IV. Executive Session

Craig Tuohey made a motion to enter into an executive session to discuss the sale of real property. The motion was seconded by John Fitzak and unanimously carried.

Craig Tuohey made a motion to exit executive session. The motion was seconded by Jeff and unanimously carried.

V. Unfinished Business – None.

VI. New Business – None.

Adjournment

Motion to adjourn subject to Chairman's recall made by Skip Draper, seconded by Jeff Martin and unanimously carried at 8:46 a.m.

Respectfully submitted,

Matt Holland