

## OEDA Board Meeting Minutes

December 27, 2023

121 N Main Street 2<sup>nd</sup> Floor Albion NY  
Board Room  
10:00 a.m.

### Members Present:

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

### Members Absent:

Carol D'Agostino, Assistant Treasurer  
Ed Urbanik, Secretary

### 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 10:00 a.m. Matt called the roll of Board members. All board members were present except Carol D'Agostino and Ed Urbanik, constituting a quorum of the Board.

- I. **Approval of Board Meeting Minutes** (*None*)
- II. **Financial Reports** (*None*)
- III. **Report of Committees/Departments/Sites** (*None*)
- IV. **Executive Session** (No Executive Session)
- V. **Unfinished Business** (*None*)
- VI. **New Business**

**Consider resolution authorizing the execution and delivery of a mortgage, an assignment of leases and rents and other documents with WNY Energy, LLC project-**

Michael Dobell, John Misiti, and Kevin Zanner reviewed with the board the following resolution

**RESOLUTION OF THE COUNTY OF ORLEANS INDUSTRIAL DEVELOPMENT AGENCY AUTHORIZING THE EXECUTION AND DELIVERY OF A MORTGAGE, AN ASSIGNMENT OF LEASES AND RENTS AND OTHER DOCUMENTS IN CONNECTION WITH THE WESTERN NEW YORK ENERGY, LLC PROJECT.**

A motion was made by Jeff Martin to approve the resolution. The motion was seconded by Craig Tuohey and unanimously carried by roll call vote (4-0-0). See attached resolution and roll call vote.

**Consider Agreement with Orleans County**

Michael Dobell reviewed with the board the contract with Orleans County, which requests that Orleans County pay four quarterly payments of \$50,000 to the Orleans Economic Development Agency. A motion was made by Craig Tuohey to approve the Agreement. The motion was seconded by Jeff Marting and unanimously carried.

**Adjournment**

Motion to adjourn subject to Chairman's recall made by Skip Draper, seconded by John Fitzak and unanimously carried at 10:06 a.m.

Respectfully submitted,

Matt Holland

Resolution #:

RESOLUTION OF THE COUNTY OF ORLEANS INDUSTRIAL  
DEVELOPMENT AGENCY (“COIDA”) APPROVING THE  
COMPENSATION OF COIDA STAFF.

WHEREAS, the COIDA is in need of staff and pursuant to Section 858 of the New York  
General Municipal Law and COIDA’s Compensation, Reimbursement and Attendance  
Policy, OCIDA’s Board is authorized to fix compensation levels for its employees,

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

- 1. That the COIDA approves staff compensation as follows:  
     CEO/CFO - \$107,188.01 on an annualized basis  
     VP Business Development - \$116,395.86 on an annualized basis  
     Manager/ Small Business Liaison – \$68,961.00 on an annualized basis
- 2. Continue to provide paid single health care insurance as issued by Orleans County
- 3. That all the compensation levels set forth in this resolution shall be effective  
     January 1, 2024 and shall remain in effect until changed by the COIDA Board.
- 4. This resolution shall take effect immediately.

The above resolution was offered by John Fitzak, who moved its adoption, seconded by  
Jeff Martin

ROLL CALL VOTE:

	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
Craig Tuohey	[ X ]	[ ]	[ ]	[ ]
Merle Draper	[ X ]	[ ]	[ ]	[ ]
John Fitzak	[ X ]	[ ]	[ ]	[ ]
Carol D’Agostino	[ ]	[ ]	[ X ]	[ ]
John Misiti	[ X ]	[ ]	[ ]	[ ]
Ed Ubanik	[ ]	[ ]	[ X ]	[ ]
Jeff Martin	[ X ]	[ ]	[ ]	[ ]

ADOPTED: 12/11/23