

Board Meeting Minutes

County of Orleans Industrial Development Agency

July 11th, 2025

121 N Main Street 2nd Floor Albion NY

Board Room

8:00 a.m.

Members Present:

John Misiti, Chairman
Craig Tuohey, Assistant Secretary
Jeff Martin, Secretary
Carol D'Agostino, Assistant Treasurer

Members Absent:

Ed Urbanik, Member
Skip Draper, Vice Chairman
John Fitzak, Treasurer

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 8:00 a.m. Matt Holland called the roll of Board members. Board members John Misiti, Craig Tuohey, Carol D'Agostino, and Jeff Martin were present, constituting a quorum of the Board.

I. Approval of June 13th, 2025 Board Meeting Minutes (Electronic)

The minutes of the June 13th, 2025 meeting of the Board were reviewed by the Board. A motion was made by Craig Tuohey to approve the meeting minutes as presented, seconded by Jeff Martin. Motion unanimously carried.

II. Financial Reports

COIDA/ORLF Accept Monthly Financials

Michael Dobell presented the COIDA and ORLF financial reports for the month ending June 30th, 2025. The ending balance for the main OEDA account was \$1,038,313.91.

The balance in the high interest savings account is \$161,888.53. Michael discussed the benefits of moving OEDA funds into various types of CDs. 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 Village PILOT payments are current except one.

III. Report of Committees/Departments/Sites

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

Invest Buffalo – OEDA staff recently met with Invest Buffalo Niagara staff and toured the Medina Business Park. They discussed varying levels of interest in Orleans County's available business real estate and project capacity. Invest Buffalo Niagara staff stated that there are increased efforts to attract Canadian companies to the region.

231 East Ave Albion, NY – There was an auction for this property in June 2025 but no plans for the building have been revealed yet by the owners.

New Project Requests – Gabrielle shared a list of recent project requests with the Board regarding Medina Business Park. She discussed how the MBP can and cannot meet the requirements of some of these potential projects and what that means for attracting companies to the MBP.

Zambistro Catering - Gabrielle took a tour of Zambistro's large scale catering facility. This business employs over 50 employees beyond what the Zambistro Restaurant employs.

National Grid- Gabrielle and Michael discussed recent project inquiries that have significant power requirements and how National Grid plays a role in understanding what is available for each prospective project.

Project Updates

Falls Road Railroad- Michael reported that Falls Road Railroad has a new grants project manager and that Falls Road Railroad has received a new PFRAP grant, which will be used to create new sidings, turnouts, and general railroad upkeep.

Facilities/Sites-

Medina Footbridge- Michael discussed the Medina footbridge project with the Board. Construction will begin during 2026. Michael has had discussions with representatives of NYSDOT regarding NYSDOT's appropriation of a small portion of property owned by COIDA for the project, and he referred Board members to the materials included in the Board meeting packet.

MAP and LDC Report

Matt Holland reported that a MAP grant application for Matthew Kania of Legendary Lawncare LLC was approved for a \$25,000 MAP grant.

Legal- No report.

Marketing

Michael shared Mindful Media's Q2 report as well as the report for the National Grid Marketing Grant. The grant report summarized a digital click campaign that led to increased webpage visits from mid-2024 to Q2 2025.

IV. Executive Session

Jeff Martin made a motion to enter into an executive session to discuss the sale of real property. Carol D'Agostino seconded the motion, which was unanimously carried. Craig Tuohey made a motion to exit the executive session, seconded by Jeff Martin and unanimously carried. No votes were taken during the executive session.

V. Unfinished Business – None.

VI. New Business –

Consider Proposal for Wetlands Services at Medina Business Park North

Michael reviewed a proposal for wetlands delineation services from BME, a copy of which was included in the Board meeting packet. The previous wetland delineation study is good for only 5 years, so there is a need to perform another delineation. Jeff Martin made a motion to approve retaining BME to provide wetlands delineation services. The motion was seconded by Carol D'Agostino and unanimously carried.

Consider Marketing Partnership with GRE

Michael discussed the need for continued marketing collaboration with Greater Rochester Enterprise (GRE) for \$5,500. Craig Tuohey made a motion to approve the expenditure of funds with GRE. Jeff Martin seconded the motion, and it was unanimously carried.

Adjournment

Motion to adjourn subject to Chairman's recall made by Craig Tuohey, seconded by Jeff Martin and unanimously carried at 9:10 a.m.

Respectfully submitted,

Matt Holland