

OEDA Board Meeting Minutes

May 13, 2022

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

Members Present:

Paul Hendel, Chairman
John Misiti, Vice Chairman
John Fitzak, Assistant Secretary
Skip Draper, Treasurer

Members Absent:

Carol D'Agostino, Assistant Treasurer
Ed Urbanik, Secretary

Also Present:

Michael Dobell, CEO/CFO
Gabrielle Barone, Vice President Development
Diane Blanchard, MAP Business Coordinator
Kevin Zanner, OEDA Legal Counsel

Roll Call---- The meeting was called to order by Paul Hendel at 8:04 a.m. Diane called the roll. Board members Paul Hendel, John Misiti, John Fitzak, and Skip Draper were present, constituting a quorum of the Board.

I. Approval of Board Meeting Minutes April 8, 2022 (Electronic)

The Board reviewed the draft minutes from the April 8, 2022 Board meeting. Skip Draper made a motion to approve the meeting minutes as presented. The motion was seconded by John Misiti and unanimously carried (4-0-0).

II. Financial Reports

COIDA/ORLF Accept Monthly Financials

Michael Dobell presented the COIDA and ORLF financial reports for the month ending April 30, 2022. He also reviewed with the Board adjustments to the budget projections, including reductions in projected revenue and expenses. Administrative fee revenue anticipated from certain projects, including the Heritage Wind project and the hotel project, have been delayed, which has impacted the 2022 budget. The Board discussed the budget revisions and a possible loan of ARPA funds from the County. At the conclusion of the discussion, John Fitzak made a motion to accept the COIDA and ORLF

financial reports. The motion was seconded by John Misiti and unanimously carried (4-0-0) **M0522-01**.

III. Report of Committees/Departments/Sites

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

Waterline Failure---Gabrielle reported on a waterline issue which was due to National Grid striking a waterline in front of the Pride Pak building.

Stockham Lumber—Gabrielle met with Stockham Lumber who are now working on a stair manufacturing project. Another possible OCR project. Gabrielle also continues to work with the company on the rail project.

Zambistro OCR Project----Gabrielle reported that Zambistro is moving along with project construction. Funds for the first draw have been deposited in the OLRC account.

Velocity OCR Project---Gabrielle reported that the OCR application has been revised and signed off by the Town of Ridgeway. The company will use OCR funds for working capital.

Takeform—Gabrielle reported they now have 200 employees and looking at new projects.

Teacher Geek----An investment project being discussed.

BOMET—Gabrielle reported that BOMET evaluated the rail between Albion and Medina and came to the conclusion it doesn't work for them. Instead, the company is considering the Hilton Spencerport Express to move their products.

WNYE----Gabrielle reported WNYE has formed a new company (Clear Source) dedicated to producing high proof alcohol using a natural fermentation process. They also are looking at other projects.

Project Updates – Michael presented the following project updates:

Mainstreet Grant Program in Lyndonville---Michael reported that Robert Smith will be opening an 8-room hotel and co-op space in Lyndonville sometime in June as well as a coffee shop and an industrial kitchen later in the year.

Project QP----Michael reported that GRE provided this lead to COIDA for a manufacturing project seeking 100 acres of land. COIDA responded to an RFI for this project.

Project Lake---Michael reported on a new build manufacturing Dairy Operation project which will create 125 new jobs. COIDA responded to an RFI for this project.

LynOaken Farms---Michael reported they are either looking for another GAIN loan or an OCR project for their new expansion project.

Facilities/Sites—Michael reported on the NYS Fast-New York Shovel Ready grant program.

MAP and LDC Report

Diane reported the Spring Class started on April 5th and ends on June 14th. 13 participants are in the class.

Participants in the class:

Delores Hansel, owns Brush Strokes Studio at the Arnold Gregory Building.

Chris Glogowski, owns the Coffee Joint in Albion.

Lisa Gardner, owns LAG Design in Albion, a laser engraving business.

Tiffany Allen wants to open a food truck business.

Pamela Eaton, owns Hometown Wellness Center in Holley.

Cassandra Brady, owns Iced & Glazed Bakery home based bakery.

Rebecca Alexander, owns Dubby's Tailgate in Albion.

Andrew LaFave wants to open a plastic recycling business.

Kristen Ostrander, new owner of Blooms Flower Shop in Albion.

Amanda Vasquez, wants to open a bakery in Medina.

Deborah Prest, Red Check Home Décor in Albion.

Jessica Skehan, an artist who wants to open a shop in Medina.

Erin Hills, wants to start a makeup artist business.

Loans Status: Printed reports from 04/10/22 are available for review.

Total Funds in RLF account as of 04/30/22:

HUD unrestricted funds---\$10,373.07

Five Star Money Market Account-Unrestricted Funds---\$84,908.87.

PILOT Report--- All PILOTs are current.

Legal-----Kevin reported on two NYS legislative bills; one that would prohibit elected officials from serving on IDA Boards and the other that would prohibit IDAs from exempting school district taxes.

Marketing---Michael reported on efforts by Mindful Media to identify and pursue grant funding for marketing and other Agency initiatives. He also reported meeting with Mary Grace Welch to discuss possible National Grid grants and marketing to Canadian businesses.

IV. Executive Session

A motion to enter into Executive Session to discuss the proposed sale of real property was made by Skip Draper, seconded by John Misiti. The motion was unanimously carried (4-0-0). A motion to exit Executive Session was made by John Fitzak, seconded by John Misiti. The motion was unanimously carried (4-0-0).

V. Unfinished Business----None.

VI. New Business

Consideration for the Approval of the 2021 Year End Report

Michael presented the 2021 Year End Report. John Misiti made a motion to approve the 2021 Year End Report, seconded by John Fitzak and unanimously carried. **M0522-02.**

Consideration for the Approval of the 2021 PARIS Report

Michael presented the 2021 PARIS Report. Skip Draper made a motion to approve the 2021 PARIS Report, seconded by John Fitzak and unanimously carried. **M0522-03**

Consider the Resolution Authorizing Agreements with H. Sichertman & Company in Connection with the Agency's Economic Development Activities.

Michael presented a resolution to authorize the Agency to enter into three separate services agreements with H. Sichertman & Company in relation to the MAP program, the Velocitii OCR project and the Zambistro OCR project. He explained that OCR wants separate agreements in place for each grant. The following resolution was presented:

RESOLUTION OF THE COUNTY OF ORLEANS INDUSTRIAL DEVELOPMENT AGENCY AUTHORIZING AGREEMENTS WITH H. SICHERMAN & COMPANY, INC. FOR THE PROVISION OF TECHNICAL SERVICES IN CONNECTION WITH THE AGENCY'S ECONOMIC DEVELOPMENT ACTIVITIES.

John Misiti made a motion to adopt the resolution. The motion was seconded by Skip Draper and was unanimously carried. (4-0-0).

Resolution attached. **M0522-04.**

Paul Hendel made an announcement to the Board that he will be stepping down as Chairman of the IDA following the meeting. The Board discussed the appointment of a new Chairman and other changes to officer positions.

At the conclusion of the discussion, Skip Draper made a motion to appoint John Misiti as Chairman. The motion was seconded by John Fitzak and unanimously carried (4-0-0).

A motion made by John Misiti to appoint Skip Draper as Vice Chairman. The motion was seconded by John Fitzak and unanimously carried (4-0-0).

A motion made by Skip Draper to appoint John Fitzak as Treasurer, seconded by John Misiti and unanimously carried (4-0-0).

Adjournment

Skip Draper made a motion to adjourn the meeting subject to Chairman's recall. The motion was seconded by John Misiti and unanimously carried (4-0-0).

Respectfully Submitted,

Diane Blanchard