

## OEDA Board Meeting Minutes

September 09, 2022

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

### **Members Present:**

John Misiti, Chairman  
John Fitzak, Treasurer  
Paul Hendel, Member  
Carol D'Agostino, Assistant Treasurer  
Craig Tuohey, Member

### **Members Absent:**

Skip Draper, Vice Chairman  
Ed Urbanik, Director

### **Also Present:**

Michael Dobell, CEO/CFO  
Gabrielle Barone, Vice President Development  
Kevin Zanner, OEDA Legal Counsel

**Roll Call**---- The meeting was called to order by John Misiti at 8:00 a.m. Michael Dobell called the roll. Board members Paul Hendel, John Fitzak, John Misiti and Craig Tuohey were present, constituting a quorum of the Board. Carol D'Agostino joined the meeting during the presentation of the Business Development Report.

### **I. Approval of Board Meeting Minutes August 12, 2022 (Electronic)**

The Board reviewed the draft minutes from the August 12, 2022 Board meeting. Paul Hendel made a motion to approve the meeting minutes as presented. The motion was seconded by John Fitzak 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 August 31, 2022. A motion to accept the COIDA and ORLF financial reports was made by John Fitzak, seconded by Paul Hendel and unanimously carried (4-0-0).

### **PILOT Report**

Michael presented the PILOT report. BOMET is behind on its PILOT payment and staff is working on contacting the company. All other PILOTs are current.

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

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

**Bomet-** The company is working with the Village of Albion regarding a project involving its Albion facility.

**Holley Business Park-** A potential second company is interested in the park. Power is not a concern. Currently working on estimated size of the building. There is an increased demand for warehousing.

**WNA-** Currently working on designing a 25,000 sq ft building.

**Empire Coatings**—Gabrielle reported she met with the new owners and discussed their interest in an expansion project. The new owners are evaluating their operations to decide on future needs.

**Freeze Dry-** Freeze Dry has been sold to Thrive and COIDA staff will be meeting with the company to discuss their expansion project. Currently, the company has operations in Utah and California.

**Snappy, Albion warehouse, LAP Express-** A new owner has acquired multiple buildings and is planning to reinvest in the properties and bring them up to a higher standard. The new owner also owns a nationwide trucking company which could be a logistics solution for local customers.

**West Oak Orchard-** A meeting with the village and IDA has been scheduled in October to discuss the developer's plans for the 50-70 acres.

**Bernzomatic-** In the process of clearing the land to the south of the building to prepare for future development.

**Project Updates** – Michael presented the project updates. He reported on receipt of several RFPs during the last few months. Many are focused on advanced manufacturing.

**Velocitii OCR Project**---This project is moving forward despite the company's delay in closing on the OCR grant/loan.

**Zambistro OCR Project**---The company has closed on its project and the building addition is complete and operational for customers.

**Project Izzo-** MBP South was shortlisted for this project. The project has requested additional information on infrastructure. COIDA has submitted water and waste water capacities.

**Hemlock Ridge Solar Project-** Michael participated in a Webex call to discuss a PILOT between the six taxing jurisdictions.

**Administrative Fees** - Michael reviewed with Board the current agency administrative fees for PILOTs with lease/leaseback. He discussed with the Board potential adjustments to the fee schedule.

**Earthtech Developers Presentation**- Aaron Bower, principal of Earthtech Developers, LLC, made a presentation to the Board regarding his company and its proposed project at Holley Business Park.

**IV. Executive Session.**

A motion to enter into Executive Session to discuss the proposed sale of real property was made by Craig Tuohey, seconded by John Fitzak. The motion was unanimously carried (5-0-0). At the conclusion of the Executive Session, Paul Hendel made a motion to exit Executive Session. The motion was seconded by John Fitzak and unanimously carried (5-0-0). No action was taken during Executive Session.

**Facilities/Sites** – No report.

**MAP and LDC Report**

Michael presented the MAP and LDC Report. Ten participants are attending the class. The next grant application for \$300,000 was submitted on 6/27/22. The grant application will be considered on 9/08/22.

**Legal**-----No report.

**Marketing**---Michael discussed obtaining aerial drone footage for MBP north and south and Bernzomatic.

**V. Unfinished Business**----None.

**VI. New Business**

**Consider County Loan Agreement**

Michael presented the proposed loan agreement with Orleans County. The loan is in the amount of \$500,000 with interest at 3% per year. Annual principal and interest payments are due in March of 2024, 2025 and 2026. John Misiti stated that this money will be used with full knowledge of the Board and is intended for use in difficult financial times and

as seed money to generate income. Paul Hendel made a motion to approve the County Loan Agreement in the form presented to the Board. The motion was seconded by John Fitzak and unanimously carried (5-0-0).

**Consider proposed IDA budget for submission to the County**

Michael presented the proposed 2023 budget for submission to the County.

John Fitzak made a motion to approve the budget submission to the County. The motion was seconded by Craig Tuohey and unanimously carried (5-0-0).

**Adjournment**

Carol D'Agostino made a motion to adjourn the meeting subject to the Chairman's recall. The motion was seconded by John Fitzak and unanimously carried (5-0-0).

Respectfully submitted,

Michael Dobell