

OEDA Board Meeting Minutes

January 10th, 2025

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

Members Present:

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

Members Absent:

John Fitzak, Treasurer
Craig Tuohey, Assistant Secretary
Ed Urbanik, Member

Also Present:

Michael Dobell, CEO/CFO OEDA
Gabrielle Barone, Vice President Development
Kevin Zanner, Hurwitz Fine P.C., Legal Counsel (via Zoom)
Matt Holland, OEDA Admin/MAP Manager
Tom Rivers, Orleans HUB
Brian Sibiga, Project Sponsor, Wendel
Adam Rush, Project Manager, Wendel
Jerel Bogdan, Lead Water/Wastewater Engineer, Wendel

Roll Call - The meeting was called to order by Chairman John Misiti at 8:00 a.m. Matt called the roll of Board members. Board members John Misiti, Carol D'Agostino, Skip Draper, and Jeff Martin were present, constituting a quorum of the Board.

I. Medina Business Park Wastewater Report by Wendel

Brian Sibiga, Adam Rush, and Jerel Bogdan (joined presentation after the first 10 minutes) presented the findings in Wendel's wastewater study, which analyzed various capacities and the upgrades necessary for the infrastructure from the Medina Business Park to the Village of Medina sewage treatment plant. The Wendel team highlighted two possible routes to convey three different volumes of wastewater from the MBP to the sewage treatment plant and the costs and timelines associated with upgrades needed for each scenario. The volumes analyzed were 1, 2.5, and 5 million gallons a day. Brian Sibiga explained that the report will allow for better access to infrastructure grants and

align with planned work by the Village of Medina, which will strengthen applications. The presentation concluded with questions from the OEDA Board.

II. Approval of December 13th 2024 Board Meeting Minutes (Electronic)

The December 13th, 2024 Board meeting minutes were reviewed by the Board. A motion was made by Carol D'Agostino to approve the meeting minutes as presented. The motion was seconded by Jeff Martin and unanimously carried.

III. Financial Reports

COIDA/ORLF Accept Monthly Financials

Michael Dobell presented the COIDA and ORLF financial reports for the month ending December 31st, 2024. The closing balance for the main OEDA account was \$759,536.65. The balance in the high interest savings account is \$161,567.73. Michael reviewed upcoming sources of income for the beginning of 2025. At the conclusion of the discussion, a motion was made by Skip Draper to approve the December 31st, 2024 financial reports. The motion was seconded by Jeff Martin and unanimously carried.

PILOT Report – Matt reported that after calculating County and Town 2025 PILOTs with Diane Blanchard, invoices were sent out to respective businesses. No payments were received at the time of the meeting.

IV. Report of Committees/Departments/Sites

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

Village Board Meetings-

Gabrielle continues to attend Village of Medina and Village of Albion board meetings.

Stockham Lumber-

Gabrielle discussed OEDA's continuing efforts to assist with Stockham Lumber's siding project.

County Department of Planning-

Gabrielle met with the County Department of Planning to discuss how they can help the OEDA engage municipalities with upcoming projects.

Project Updates – Michael Dobell presented the following project updates:

Falls Road Railroad-

Michael reported that he met with Falls Road Railroad to discuss the expiration of the PILOT and OEDA's continued participation in grant programs that assist the railroad. OEDA is working with counsel to transfer the railroad property back to Falls Road Railroad, which will result in the property being returned to the tax rolls. OEDA will continue to assist in obtaining grants for projects.

Hemlock Ridge Solar-

Michael reported that five of the six taxing jurisdictions have passed resolutions to waive PILOT payments. It is anticipated that Oakfield-Alabama School District will adopt a PILOT waiver resolution at its January 21st school board meeting. Michael foresees that the Board will be in a position to consider a resolution to approve the project in March.

Facilities/Sites

Wetlands Mitigation-

Michael reported that BME submitted the invasive species report to the NYSDEC. Depending on feedback from NYSDEC, the mitigation work may be deemed completed or additional work may be required.

MAP and LDC Report

Matt reported that the Fall 2024 MAP class graduation occurred on January 2nd. He is now preparing for the Spring 2025 course and developing changes to the syllabus. The LDC will begin the application process for the Spring classes in February.

Legal- No report.

Marketing

Michael shared Mindful Media's annual report. Social media views have increased 52%. Post engagements increased 100% and views on the new webpage are up 27%. Mindful Media is working on a series of branded materials. They will continue to collaborate with Matt on identifying grant programs. There was discussion about switching the website to a new platform in the coming year.

V. **Executive Session** -None.

VI. **Unfinished Business** – None.

VII. **New Business**

Annual Board Evaluations

John Misiti discussed the annual Board self-evaluation requirement with the board. The evaluation forms were distributed in the meeting packets and are to be completed and returned by February 11th.

February 14th Board Meeting

There was discussion about moving February's Board meeting due to a possible lack of quorum. Matt will poll the OEDA Board members to find out if moving the meeting is necessary.

Adjournment

Motion to adjourn subject to Chairman's recall made by Jeff Martin, seconded by Skip Draper and unanimously carried at 9:17 a.m.

Respectfully submitted,

Matt Holland