

OEDA Board Meeting Minutes

June 14th, 2024

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

Members Present:

John Misiti, Chairman
John Fitzak, Treasurer
Jeff Martin, Secretary
Carol D'Agostino, Assistant Treasurer
Craig Tuohey, Assistant Secretary
Ed Urbanik, Member

Members Absent:

Skip Draper, Vice Chairman

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 called the roll of Board members. Board members John Misiti, John Fitzak, Carol D'Agostino, Ed Urbanik, Craig Tuohey, and Jeff Martin were present, constituting a quorum of the Board.

I. Approval of May 10th 2024 Board Meeting Minutes (Electronic)

The May 10th, 2024 Board meeting minutes were reviewed by the Board. A motion was made by Jeff Martin to approve the meeting minutes as presented, seconded by John Fitzak. Motion unanimously carried.

II. Financial Reports

COIDA/ORLF Accept Monthly Financials

Michael Dobell presented the COIDA and ORLF financial reports for the month ending May 31st, 2024. The ending balance for the main OEDA account was \$54,742.11. The balance in the high interest savings account is \$161,189.27. The Board discussed the monthly financials. At the conclusion of the discussion, Craig Tuohey made a motion to

accept the COIDA and ORLF financial reports. The motion was seconded by John Fitzak and unanimously carried.

PILOT Report – Matt Holland reported that all PILOT payments are current and that Village PILOT payment invoices have been sent. Payments are due by July 1st, 2024.

III. Report of Committees/Departments/Sites

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

Medina Business Park Boundaries-

Surrounding neighbors of the Medina Business Park have inquired regarding the park property lines. The Village of Medina will assist with this inquiry.

Village of Holley-

Gabrielle and Michael met with Mayor Bower of the Village of Holley. The Village of Holley is creating a fund for road improvements. The subject of the trailers parked at Holley Business Park was discussed.

Stockham Lumber-

OEDA continues to work with Stockham Lumber to help support their efforts for railway transportation for its products.

Workforce-

Gabrielle met with Kelly Kiebala from the Orleans County Job Development Agency and various companies to discuss local workforce and recruitment strategies.

Project Updates – Michael Dobell presented the following project updates:

Hemlock Ridge Solar Project-

Michael has had multiple conversations with the affected taxing jurisdictions about PILOT structure for the project. Once the structure is fully established, Michael will solicit firms to prepare a cost benefit analysis for the project. Public hearings will follow.

ESD and Housing Projects-

Gabrielle attended the ESD's regional seminar in Geneseo on funding housing projects. There is interest from local municipalities to be certified as Pro Housing Communities.

Heritage Wind-

The Heritage Wind project is waiting on NYSERDA's next project awards announcement, which has been delayed. There have also been changes in turbine placement, which will affect the project's timeline.

Facilities/Sites-

Maple Ridge-

Gabrielle attended a meeting involving the Maple Ridge pedestrian bridge project. Survey work and the hydraulic analysis SEQR have been completed. Easements will be needed from adjacent property owners for the proposed sidewalks.

MAP and LDC Report

Matt and Michael are in the process of lining up speakers to match the MAP course syllabus. They will present a completed syllabus at August's OEDA board meeting. Matt also discussed the upcoming release of the SBDC's standardized online courses.

Legal

Kevin Zanner reported on legislative bills that impact IDAs and economic development organizations. One piece of legislation that became law as part of the budget bill that passed in late April requires that local development corporations (including the OLRC and OCLDC) live stream their meetings and retain copies of the meetings for a period of five years.

Marketing

Michael reviewed Mindful Media Group's marketing report with the Board.

IV. Executive Session

Jeff Martin made a motion for the Board to enter into executive session to discuss the finances of a particular corporation and the potential sale of real property. The motion was seconded by John Fitzak and unanimously carried. A motion to exit the executive session was made by John Fitzak, seconded by Jeff Martin and unanimously carried. No votes were taken during the executive session.

V. Unfinished Business –

Board Member IDA Training

Michael discussed online board training with the Board.

VI. New Business-

Reporting Due Dates

John Misiti discussed the need for staff to implement a reporting timeline to ensure reporting due dates are followed.

Adjournment

Motion to adjourn subject to Chairman's recall made by Ed Urbanik, seconded by Jeff Martin and unanimously carried at 9:49 a.m..

Respectfully submitted,

Matt Holland