OEDA Meeting Board Minutes

August 14, 2015

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

Draft

Members Present:
Paul Hendel, Chairman
Ken DeRoller, Secretary
Ken Rush, Assistant Treasurer
Skip Draper, Treasurer
John DeFilipps, Assistant Secretary

Members Absent:
John Misiti, Vice Chairman
Carol D'Agostino, Member
John DeFilipps left the meeting at 8:55 a.m.

Also Present:
Jim Whipple, CEO/CFO
Gabrielle Barone, Vice President Business Dev.
Diane Blanchard, Admin/MAP Manager
Diane Church, OEDA Legal Counsel
Chuck Nesbitt, Orleans County Chief Administrative Officer
Jim Krencik, Batavia Daily News (Joined the meeting at 8:55 am.)

The Meeting was called to order by Chairman, Paul Hendel at 8:00 a.m.

- **Roll Call**.

I. Approval of Previous Board Meeting Minutes July 10 2015.
The Board meeting minutes from July 10, 2015, were reviewed. A motion was made by John DeFilipps to accept the meeting minutes as presented, seconded by Skip Draper. Motion Passed.

II. Financial Reports

COIDA—The current agency account balance as of 07/31/15 is $68,272.65. All of the Agency accounts were discussed.

ORLF---The current ORLF account balance as of 07/31/15 is $738,080.37. ORLF account/statements were reviewed.

Motion to accept the ORLF and OEDA financials made by Ken DeRoller, seconded by Skip Draper. Motion Passed. M0815-01.

PILOT Report-----Diane Blanchard reported all PILOT's are current.

III. Report of Committees/Departments

Executive Session

Motion to go into Executive Session for the discussion of financial matters of a corporation, proposed acquisition, sale or lease of real property and current litigation and to invite in staff Jim Whipple, Gabrielle Barone, Diane Blanchard, Counsel Diane Church and Chuck Nesbitt made by Ken DeRoller, seconded by Skip Draper. Motion Passed.

Motion to return to regular meeting made by Ken Rush, seconded by John DeFilipps. Motion Passed.

No action taken from discussion in Executive Session

Business Development

Gabrielle referred to an article in the Board materials in which Governor Cuomo reiterated that publicly funded subsidies will always be a necessary part of keeping or luring businesses and is necessary for business growth because other states are in competition to attract businesses and offer incentives with which New York must compete.

Project Updates---Jim and Gabrielle reported on the current project list report. These are projects staff is currently working on and updates.

Hotel Project---- Gabrielle reported the St. Mary's hotel is moving forward. Part of the hotel is modular and deliveries of these modular's are in the process. They are looking at a possible ribbon cutting sometime in September.

WNYE Corn Bin Storage----Under construction**.**

Helena Chemical---Engineering underway.

BOMET---- Have painted the building.

Pride Pak—Negotiations underway. Conference called scheduled.

Empire Fruit---Under construction and expect to complete the building by October 1. The closing of the ORLF loan is targeted for October.

Multi Use Data Center----In the investigation phase.

Medina Business Park Shovel Ready---Jim reported should be finished within a few months. Working on a cultural survey.

Document Storage- Only 10 more boxes to scan. Jim reported he will apply for another grant next year for more scanning of files, including maps.

STAMP- -No activity on COIDA part.

Spec Building on Virtual Site---Jim reported he is working with Harry Sicherman and Chuck Bell who are finishing up on a CFA request for funding for a possible spec building at the Medina site. Scored 20 out of 20 in committee rating.

3959 Bates Road---Engineering work being done. Testing will be done by the end of the month, and within two months have the final report. Must be complete by 12/31/15.

Yates Wind Farm---Jim reported Niagara County Legislature adopted a resolution opposing the siting of commercial wind turbines in the Town of Somerset. The Niagara County Legislative body called upon the Orleans County Legislature to join with them to oppose the placement of the wind turbines in Somerset. Jim advised that the Town of Yates is creating a committee, which will be comprised of representatives of the Town, Apex and the opposition group, to undertake a survey of residents. The committee would hire an outside group to do the survey.

Facilities/Sites---Nothing reported.

Legal---Diane Church reported she is closing on the Heschke Property today.

Audit Response----Jim reviewed with the Board the Corrective Action Plan prepared in response to the State Comptroller's audit. The Board is required to adopt the Corrective Action Plan. Ken DeRoller confirmed with Jim that he would be able to complete the action items by December 31, 2015 as stated in the plan.

Motion to adopt the corrective action plan made by Ken DeRoller, seconded by Ken Rush. Motion Passed. M0815-02.

Marketing Update---Jim reported the Agency continues to use the media marketing tools available.

MAP and LDC Report.

Diane Blanchard reported the Fall MAP class date is September 8th though November 17th. She has started advertising and interviews are underway.

Fast Fitness for Women: Tom Rivers/Orleans Hub wrote an article about Kim Lockwood's new expansion FasTan, a tanning salon. Kim's first expansion was a women's only gym, then a dance studio and now a tanning salon. Kim has grown from using 1,200 square feet on Main Street in Medina to 7,500 square feet at the current location. With the help of Sam Campanella and Dick Pettite from the SBDC she has had 3 successful expansions.

CFA grant application for the Rent Subsidy Program/Micro Grants is moving forward.

The GOSC loan fund account as of 07/31/15 has a balance of $122,824.43; the HUD administrative account has a balance of $280.35. The LDC savings account has a balance of $183,113.73 and the LDC Grant loan fund has a balance of $102,550.07.

IV. Unfinished Business----Nothing Reported

V. New Business

Employee Handbook Discussion---Jim reported the employee handbook needs to be reviewed and updated but suggested that it be deferred in light of the pending expenditures for development projects.

Review of Orleans Recruitment Activities ----Jim wanted the Board to be aware of the recruitment events going on at the Orleans Center for Workforce Development.

VI. Adjournment

Motion to adjourn subject to Chairman's recall was made by Ken DeRoller, seconded by Ken Rush. Motion Passed.

Respectfully Submitted,
Diane Blanchard