

**Steuben County Industrial Development Agency
7234 Route 54N, P.O. Box 393, Bath, NY 14810**

**Minutes of the Regular Meeting
January 13, 2011**

- I. **Call to Order:** The Regular Meeting of the Steuben County Industrial Development Agency (SCIDA) was called to order at 12:15 p.m. by Chairman, their offices at 7234 Route 54, Bath, NY.

Present:	Mike Doyle	Chairman
	John Sirianni	Member
	George Connors	Secretary
	Phil Roche	Member
	Christine Sharkey	Member
	Joseph Hauryski	Member
Absent:	Mike Nisbet	Member
Also Present:	James Sherron	Executive Director
	Kathy Warren	Treasurer/Admin. Asst.
	Russ Gaenzle	Counsel
	Jim Griffin	Consultant
	Jack Benjamin	Consultant
	Susan Payne	Consultant

- II. **Secretary's Report.** A motion to approve the November 18, 2010 Steuben County Industrial Development Agency's Regular Meeting minutes was made by Phil Roche, seconded by Chris Sharkey. All in favor. Approved.

- III. **Treasurer's Report.** The December 2010 financial statements were presented by Treasurer, Kathy Warren. A motion was made by George Connors to approve the Treasurer's Report for December 2010, seconded by John Sirianni. All in favor. Approved. It was noted that the ARC railroad upgrade is completed for year 2009. It was a matching grant with the State thru USDA Rural Development. The railroad's match was \$150,000 and they contributed \$396,423 for rail upgrades.

IV. **New Business**

- A. **Personnel Committee.** John Sirianni, Chairman of the Personnel Committee recommended to the SCIDA Board the appointment of James C. Johnson as the new Executive Director for the Steuben County IDA. He would be appointed Incoming SCIDA Executive Director beginning March 14, 2011 and Executive Director upon James

Sherron's retirement on August 1, 2011 with a salary of \$100,000 while under the title of Incoming SCIDA Executive Director and \$107,000 when he becomes the Executive Director. John Sirianni made the motion, seconded by Phil Roche. All in favor. Approved.

The benefits package changes as follows:

- 4 weeks paid vacation
- Reimbursement for business related cell phone usage
- Reimbursement for job related auto mileage at the IRS standard mileage reimbursement rate during the period when James Johnson is the Incoming SCIDA Executive Director. A company car will be provided when he assumes the role of Executive Director
- SCIDA is currently researching the details of a life insurance and disability insurance coverage, which will be provided as a benefit.

John Sirianni made the motion to accept the changes to the benefits package as stated above, seconded by George Connors. All in favor. Approved.

Election of Vice Chairman. John Sirianni made a motion to appoint Joseph Hauryski as the Vice Chairman of the SCIDA Board of Directors, seconded by George Connors. All in favor. Approved.

- B. Howard Wind.** Russ Gaenzle indicated that he has been contacted by Howard Wind's Counsel indicating that the company would like to increase the project by two turbines. Russ has indicated to their counsel that the IDA needs something in writing from the company. They would like the two additional turbines be part of the PILOT agreement. The taxing jurisdictions will be notified of the changes. They have previously agreed to the allocation percentages and they will not change. The two major issues are SEQRA, we will have to modify the Finding Statement. All indicators are that they are a smaller turbine and the impacts are not material but all the details are not available at this time, i.e. where the turbines will be located, the size of the turbine etc. Frank Pavia of Harris Beach will present to the Board the SEQRA changes when they have been determined for the Boards approval. The second issue is supplemental public hearing will need to be held. The public hearing can be schedule with ten (10) days notice under current law. The

company would like to close by the end of the month, if possible. A letter of support will be forthcoming from the Town of Howard. Today Russ needs authorization to schedule the General Municipal Law public hearing. Phil Roche made a motion to authorize the public hearing, seconded by George Connors. All in favor. Approved.

Jim Sherron indicated that there is another issue as to whether we treat the two additional turbines as part of the existing project or will it be treated as a new project for the IDA fee. It was determined that this would be treated as a new project with regards to the IDA fee.

C. Strategic Plan – Overview of Accomplishments. Susan Payne presented the Overview of Accomplishments for the Strategic Plan. The Strategic Objectives were:

- Enhance the Board's capacity to actively and effectively pursue its vision
- Develop and coordinate a county-wide economic development strategy in collaboration with the IDA's partners and stakeholder groups
- Formulate and maintain meaningful and productive relationship with partners and stakeholders
- Change the support structure, and allocate and leverage resources necessary to achieve the vision

The Economic Development Plan – Implementation Timeline was distributed. Jim and Susan met with the stakeholder groups. The IDA took a leadership role in coordinating the development but not the sole responsibility of implementation of the plan. The IDA will facilitate the implementation of the plan. The Steuben County IDA, will work closely with the Hornell IDA and Three Rivers Development driving the economic development plan. This plan will become Jamie's plan to move forward with. Susan will provide regular progress reports of the implementation plan.

D. Babcock Ladder. Jim Sherron indicated that the IDA has received a letter from Ward McConnell requesting an extension of their lease with the IDA through October 2011. Phil Roche made a motion to extend the lease on the Babcock Ladder property with Ward McConnell through October 2011, seconded by George Connors. All in favor. Approved.

V. Old Business

None

VI. Other Business

A. Recognition of Susan Payne. The Board recognized and appreciates Susan's efforts in the search process for a new Executive Director. The process is ahead of schedule due to her efforts. Also her work with the Strategic Plan and County Economic Plan were acknowledged by the Board.

B. IDA Conference in Albany next week. Jim Griffin indicated that the Hornell IDA is in the process of putting together notebooks with the necessary documentation to be PAAA and PARA compliant. PARA (2009 Public Authorities Reform Act) supplements PAAA. Jim would like to put this documentation together for the Steuben County IDA also. Jim is working with Harris Beach in this regard.

VII. Executive Session. A motion was made by George Connors to enter into executive session under the Public Officers Law - Article 7 Section 105 paragraph F (financial & employment history of a particular person or corporation) at 12:55 p.m., seconded by John Sirianni. All in favor. Approved.

The Board took no action in executive session. Phil Roche made a motion to reconvene the Agency meeting at 1:10 p.m., seconded by George Connors. All in favor. Approved.

Open Meeting:

John Sirianni made a motion to renew the consulting contracts with James Griffin and Three Rivers Development Corporation at the existing rates for a term of six (6) months, seconded by Chris Sharkey. All in favor. Approved.

VII. ADJOURNMENT. With no further business to discuss, a motion was made by George Connors to adjourn the meeting at 1:15 p.m., seconded by John Sirianni. All in favor. Approved.

Meeting was adjourned.

Respectfully submitted,

George Connors, Secretary

**Steuben County Industrial Development Agency
7234 Route 54N, P.O. Box 393, Bath, NY 14810**

**Minutes of the Special Meeting
January 31, 2011**

- I. Call to Order:** The Special Meeting of the Steuben County Industrial Development Agency (SCIDA) was called to order at 12:10 p.m. by Chairman, Mike Doyle at their offices at 7234 Route 54, Bath, NY.

Present:	Mike Doyle	Chairman
	Joseph Hauryski	Vice Chairman
	John Sirianni	Member
	Phil Roche	Member
	Christine Sharkey	Member
Absent:	Mike Nisbet	Member
	George Connors	Secretary
Also Present:	James Sherron	Executive Director
	Kathy Warren	Treasurer/Admin. Asst.
	Russ Gaenzle	Counsel
	Frank Pavia	Counsel
	Jim Griffin	Consultant
	Jack Benjamin	Consultant
	Kevin Sheen	Everpower
	Doug Ward	Counsel to Everpower
	Mary Perham	The Leader

- II. Secretary's Report.** A motion to approve the January 13, 2011 Steuben County Industrial Development Agency's Regular Meeting minutes was made by Phil Roche, seconded by John Sirianni. All in favor. Approved.

III. New Business

- A. HOWARD WIND.** Jim Sherron indicated that the public hearing for financial assistance to the Howard Wind – two additional turbines was held at the Howard Fire Hall today. Comments that were received were distributed to the board for their review.

Russ Gaenzle indicated that the original intent for today's meeting was to present the new application from Howard Wind for an Inducement of the project. Upon further review it was determined that it was necessary to declare a positive declaration for the SEQRA review on the two additional turbines and complete a more comprehensive SEQRA review. The action to take today will be for

the Board to declare SCIDA Lead Agency in the SEQRA review, the town has consented to this and waived any notices required.

SCIDA directs the applicant to prepare a Draft Environmental Impact Statement (DEIS). Once the DEIS is completed the applicant will return to the Board for a resolution to accept the DEIS and set a public hearing date. It is anticipated that the DEIS will be completed by the end of February with a possible public hearing date of mid March. The process should be completed sometime in April and come back to the SCIDA Board to issue a Finding Statement. The applicant feels that in light of the project and some of the issues that have arisen with respect to the project they feel this is the appropriate process to take and SCIDA counsel agrees. The two additional turbines will be located on property that the applicant owns. They were configured to comply with all the parameters and limitations set forth in the SEQRA process for the larger project. The focus on this process will be on the two turbine project, there is no need to look at the larger project.

Phil Roche made a motion to declare SCIDA as Lead Agency in the SEQRA review, seconded by Joe Hauryski. All in favor. Approved.

Phil Roche made a motion to issue a positive declaration pursuant to SEQRA warranting the preparation of a Draft Environmental Impact Statement (DEIS) by the applicant, seconded by John Sirianni. All in favor. Approved.

Kevin Sheen of Everpower indicated the applicant's appreciation for the work behind the scenes from Jim, Russ and Frank. Also appreciation for the special meetings the board has held to accommodate the applicant. Kevin indicated that there are construction trailers at the site, a couple roads have been built and stabilized.

Frank Pavia indicated that the Town of Howard will still be going through their own process for the two turbine project.

- IV. Executive Session.** A motion was made by Chris Sharkey to enter into executive session under the Public Officers Law - Article 7 Section 105 paragraph h (proposed acquisition, sale or lease of real property) at 12:20 p.m., seconded by Joe Hauryski. All in favor. Approved.

The Board took no action in executive session. Phil Roche made a motion to reconvene the Agency meeting at 12:30 p.m., seconded by John Sirianni. All in favor. Approved.

V. **ADJOURNMENT.** With no further business to discuss, a motion was made by John Sirianni to adjourn the meeting at 12:30 p.m., seconded by Phil Roche. All in favor. Approved.

Meeting was adjourned at 12:30 p.m.

Respectfully submitted,

FEBRUARY 2011 SCIDA MEETING CANCELLED

**Steuben County Industrial Development Agency
7234 Route 54N, P.O. Box 393, Bath, NY 14810**

**Minutes of the Regular Meeting
March 24, 2011**

- I. Call to Order:** The Special Meeting of the Steuben County Industrial Development Agency (SCIDA) was called to order at 12:05 p.m. by Chairman, Mike Doyle at their offices at 7234 Route 54, Bath, NY.

Present:	Mike Doyle	Chairman
	Joseph Hauryski	Vice Chairman
	George Connors	Secretary
	John Sirianni	Member
	Phil Roche	Member
	Christine Sharkey	Member
	Mike Nisbet	Member
Also Present:	James Sherron	Executive Director
	James Johnson	Incoming Exec. Director
	Kathy Warren	Treasurer/Admin. Asst.
	Russ Gaenzle	Counsel
	Jack Benjamin	Consultant
	John Leyden	Counsel
	Jocelyn Bos	Calamar
	Ray Martel	LAL Railroad
	Eugene Blabey, II	LAL Railroad
	Mary Perham	The Leader

- II. Secretary's Report.** A motion to approve the January 31, 2011 Steuben County Industrial Development Agency's Special Meeting minutes was made by John Sirianni, seconded by Chris Sharkey. All in favor. Approved.
- III. Treasurer's Report.** The February 2011 financial statements were presented by Treasurer, Kathy Warren. A motion was made by George Connors to approve the Treasurer's Report for February 2011, seconded by Mike Nisbet. All in favor. Approved. It was noted that the NYS IDA Assessment is due by March 31, 2011.
- IV. New Business**
- A. Calamar Project.** Jim Sherron indicated that we have received an application from Calamar project. Jocelyn Bos, Director of Senior Housing and Development for Calamar gave a presentation to the Board. The project is a 107 unit market rate senior community located in the Town of Erwin. The Developer is seeking sales tax

abatement, mortgage tax abatement and a PILOT agreement. The Board took no action at this time.

- B. Wadsworth Easement.** Jim Sherron indicated that we have had a request for an easement and are waiting for proper documentation.
- C. SemGas Transfer.** Jim Sherron indicated that SemGas has closed the project in Avoca. They have plugged all of the wells rendering it not viable at all. The equipment has been removed. SemGas is ready to sell the property and is requesting title to the property. John Leyden is in contact with SemGas regarding title documents. Phil Roche recommended that we obtain a letter from New York State DEC indicating they are satisfied with SemGas' closing of the project. Phil Roche made a motion to authorized James Sherron to sign title documents when clearance is received from DEC, seconded by George Connors. All in favor. Approved.
- D. Governance Committee.** George Connors, Chairman of the Governance Committee indicating that NYSEDC has recommended a mission statement for the IDA and EDC's throughout the state.

Mike Doyle made the motion to approve the following mission statement, " The mission of the Steuben County Industrial Development Agency is to undertake projects and develop strategy to advance job opportunities, health, general prosperity, recreational activities and the economic welfare of the people of Steuben County." Seconded by Mike Nisbet. All in favor. Approved.

The board reviewed the Board Evaluations to be submitted to the State.

Mike Nisbet made a motion to accept the Personnel Committee Report, seconded by Chris Sharkey. All in favor. Approved.

- V. Old Business** **None**
- VI. Other Business** **None**

- VII. Executive Session.** A motion was made by Chris Sharkey to enter into executive session under the Public Officers Law - Article 7 Section 105 paragraph f (financial & employment history of a particular person or corporation) at 1:00 p.m., seconded by George Connors. All in favor. Approved.

The Board took no action in executive session. George Connors made a motion to reconvene the Agency meeting at 1:50 p.m., seconded by Chris Sharkey. All in favor. Approved.

Motion was made by George Connors and seconded Joe Hauryski to approved the recommendations of the personnel committee. All in favor. Approved.

- VIII. ADJOURNMENT.** With no further business to discuss, a motion was made by John Sirianni to adjourn the meeting at 12:30 p.m., seconded by Phil Roche. All in favor. Approved.

Meeting was adjourned at 12:30 p.m.

Respectfully submitted,

George Connors, Secretary

**Steuben County Industrial Development Agency
7234 Route 54N, P.O. Box 393, Bath, NY 14810**

**Minutes of the Regular Meeting
April 28, 2011**

- I. Call to Order:** The Special Meeting of the Steuben County Industrial Development Agency (SCIDA) was called to order at 12:05 p.m. by Vice Chairman, Joe Hauryski at their offices at 7234 Route 54, Bath, NY.

Present:	Joseph Hauryski	Vice Chairman
	John Sirianni	Member
	Phil Roche	Member
	Christine Sharkey	Member
	Mike Nisbet	Member
Present via telephone:		
	James P. Sherron	Executive Director
	Mike Doyle	Chairman
Absent:	George Connors	Secretary
Also Present:	James Johnson	Incoming Exec. Director
	Kathy Warren	Treasurer/Admin. Asst.
	Russ Gaenzle	Counsel
	Jack Benjamin	Consultant
	John Leyden	Counsel
	Jocelyn Bos	Calamar
	Kevin Sheen	Everpower
	Mary Perham	The Leader

- II. Secretary's Report.** A motion to approve the March 24, 2011 Steuben County Industrial Development Agency's Regular Meeting minutes was made by Mike Nisbet, seconded by John Sirianni. All in favor. Approved.

- III. Treasurer's Report.** The March 2011 financial statements were presented by Treasurer, Kathy Warren. A motion was made by Phil Roche to approve the Treasurer's Report for February 2011, seconded by Chris Sharkey. All in favor. Approved.

The 2010 SCIDA Audit was presented to the Audit Committee prior to the SCIDA Board meeting. Mike Nisbet, Chairman of the Audit Committee indicated that the 2010 Audit was presented to the committee by Kelly Fitzpatrick. There were no major findings and he would recommend that the Board approve the 2010 SCIDA Audit. Mike Nisbet made the motion to accept the 2010 SCIDA Audit, seconded by Phil Roche. All in favor. Approved.

IV. New Business

A. CALAMAR PROJECT INDUCEMENT RESOLUTION. Jamie Johnson indicated that at the last meeting there was a presentation to the Board from Calamar on this project. Since that time he has been working closely with Calamar and the affected taxing jurisdictions. A PILOT Agreement has been negotiated that will be beneficial to all parties. A cost benefit analysis has been prepared and distributed to the Board. SCIDA has received letters of support from the Town of Erwin and the County. He has spoken with the School District and they are in agreement.

The economic impact of the project is that there is a demand in the market for single family homes. The target market is seniors that are living in their homes and would be moving into this complex freeing up that housing stock.

Phil Roche made a motion to Induce this project, seconded by Mike Nisbet. All in favor. Approved.

B. WEAVER LEASE. This is the lease of the Industrial Park/County farm that SCIDA has leased to the Weaver family for several years for farming. It is a yearly lease. Phil Roche made a motion to approved the lease with the BlueGill Farms, seconded by Chris Sharkey. All in favor. Approved.

C. BATH/SAVONA ECONOMIC DEVELOPMENT PLAN. Jamie indicated that he attended a meeting of the Village of Bath, Town of Bath and Village of Savona Economic Development group. They have been actively working on developing properties at their four interchanges along the I86 Corridor. They are seeking proposals to develop a comprehensive plan strategy to develop the interchanges. All municipalities have committed funds for this project. The Village of Bath is committing \$10,000, Town of Bath and Village of Savona \$5,000 - \$7,000 range to help fund this report. James indicated he felt that it would be a good investment for the IDA to participate financially. This fits with the IDA's strategic plan, fits with the work that Three Rivers has done in the past and sets some guidelines along the I86 corridor that don't exist. Jamie recommends that the IDA participate financially in this study in an amount of \$5,000 and only if the other municipalities commit financially. The Committee has sent our Request for Proposals to be returned by June. The Village of Bath is taking the lead in this project.

Jim Griffin indicated that this cannot be developed without water and sewer. The district was turned down in the past by the residents. He feels that the municipalities need to be committed to providing water and sewer to these sites.

Jack Benjamin indicated this committee is as result of the Steuben County Economic Development Plan completed under the guidance of Susan Payne for SCIDA. He feels that there is leadership in the municipalities that are committed to developing a strategy and will be partners with the IDA moving forward.

John Sirianni made a motion to approve up to \$5,000 for this study contingent upon the affected municipalities committing financially to the study, seconded by Mike Nisbet. All in favor. Approved.

V. OLD BUSINESS.

A. HOWARD WIND FARM. The Howard Wind is seeking to add two additional turbines to the project. The company has provided the Draft Environmental Impact Statement to SCIDA engineers, LaBella Associates and they are in the process of reviewing. Russ Gaenzle, of Harris Beach, has prepared a Resolution for the Board to move forward with the public review portion of this project. Russ indicated that Frank Pavia of Harris Beach has reviewed the Draft EIS on behalf of SCIDA as well as LaBella Associates. The Resolution before the Board is the accepts the Draft EIS and commence the public hearing comment period, May 9th thru June 7th, following which we will receive public comment and draft a Final EIS with respect to the environmental impact. Phil Roche made the motion, seconded by Chris Sharkey. All in favor. May it be noted that Mike Nisbet abstained from voting. Approved.

VI. OTHER BUSINESS.

A. KLUGO/ERWIN LLC. Jamie indicated that SCIDA has received a request from Chip Klugo regarding his project with the Town of Erwin to build a new town hall. That project has seen some cost overruns and he is looking to take on an additional mortgage of \$73,000. They are seeking additional mortgage tax abatement. Mike Nisbet made the motion to authorize additional mortgage tax abatement with no additional IDA fee, seconded by Chris Sharkey. All in favor. Approved.

B. WEBSITE PROPOSALS. Jamie indicated that SCIDA has submitted an application to New York State Electric and Gas to help fund an upgrade to the SCIDA website. It will be a complete upgrade of our website and redo of the SCIDA logo. It was in the

process prior to Jamie's hiring and was put on hold until Jamie came on staff. The application submitted to NYSEG was a total project cost of \$25,000 which they would pay half. NYSEG has verbally committed funds and told Jamie to move forward. We did seek Request for Proposals to complete the website upgrade. We have received two proposals back. One from Brad Zehr, our current webmaster for \$11,000; and one from Howell Liberatore & Associates, Inc. of Elmira for \$17,850. Jamie indicated that part of this is a communication tool to be used to better communicate more efficiently with our various constituencies and move forward in facilitating the strategic plan. It would also allow us to change and manipulate within house. Phil Roche made a motion to hire Howell Liberatore & Associates, Inc. for the SCIDA logo and website development, seconded by John Sirianni. All in favor. Approved.

- VII. Executive Session.** A motion was made by Phil Roche to enter into executive session under the Public Officers Law - Article 7 Section 105 paragraph f (financial & employment history of a particular person or corporation) at 12:45 p.m., seconded by Mike Nisbet. All in favor. Approved.

The Board took no action in executive session. Phil Roche made a motion to reconvene the Agency meeting at 1:00 p.m., seconded by John Sirianni. All in favor. Approved.

Phil Roche made a motion to extend the railroad lease with B & H Rail Corporation as proposed in their letter dated April 11, 2011 and to hire an outside consultant to review the extension with a fee not to exceed \$1,000 along with counsel approval, seconded by John Sirianni. All in favor. Approved.

- VIII. ADJOURNMENT.** With no further business to discuss, a motion was made by John Sirianni to adjourn the meeting at 1:00 p.m., seconded by Phil Roche. All in favor. Approved.

Meeting was adjourned at 1:00 p.m.

Respectfully submitted,

Michael Nisbet
Acting Secretary

MAY MEETING CANCELLED

**Steuben County Industrial Development Agency
7234 Route 54N, P.O. Box 393, Bath, NY 14810**

**Minutes of the Regular Meeting
June 23, 2011**

- I. Call to Order:** The Regular Meeting of the Steuben County Industrial Development Agency (SCIDA) was called to order at 12:05 p.m. by Chairman, Mike Doyle at their offices at 7234 Route 54, Bath, NY.

Present:	Mike Doyle	Chairman
	Joseph Hauryski	Vice Chairman
	George Connors	Secretary
	John Sirianni	Member
	Phil Roche	Member
	Christine Sharkey	Member
Absent:	Mike Nisbet	Secretary
Also Present:	James Johnson	Incoming Exec. Director
	James Sherron	Executive Director
	Kathy Warren	Treasurer/Admin. Asst.
	Russ Gaenzle	Counsel
	Jack Benjamin	Consultant
	James Griffin	Consultant
	John Leyden	Counsel
	Jocelyn Bos	Calamar
	Tom Wilber	Three Rivers Development
	Susan Payne	Consultant
	Pat Donnelly	Steuben Co. Treasurer
	Mary Perham	The Leader

- II. Secretary's Report.** A motion to approve the April 28, 2011 Steuben County Industrial Development Agency's Regular Meeting minutes was made by Chris Sharkey, seconded by Joe Hauryski. All in favor. Approved.

- III. Treasurer's Report.** The May 2011 financial statements were presented by Treasurer, Kathy Warren. A motion was made by George Connors to approve the Treasurer's Report for May 2011, seconded by John Sirianni. All in favor. Approved.

IV. New Business

- A. Calamar – Final Resolution.** Jamie Johnson indicated that the Final Resolution is before the board for approval. The public hearing was held with no negative comments. Phil Roche made a

motion to approve the Final Resolution, seconded by George Connors. All in favor. Approved.

- B. Marcellus Shale Presentation.** Jamie Johnson indicated that he has had conversations with Jack Benjamin and Tom Wilber regarding an initiative that Three Rivers is undertaking regarding the Marcellus Shale and how the IDA can partner with them. Tom Wilber gave a presentation on energy services and preparation for the possibility of gas drilling in New York State.

Jamie indicated that State approved a new power plant siting bill. This will pave the way for more wind farm type projects. This bill takes the approval process out the municipal hands and puts it at the state level. A seven member panel at the state level will review the environmental process.

Phil Roche made a motion that the SCIDA Board opposes the extension of the moratorium on hydraulic fracturing contemplated by the State of New York, seconded by George Connors. All in favor. Approved.

- C. Healthcare/Insurance.** Jamie updated the Board with the Sprague Insurance quote for SCIDA insurances. The board was provided a comparison of the quote to existing insurance. There was a savings of approximately \$3,000 with more coverage. The major change was a change from \$8 million umbrella coverage to \$3 million umbrella coverage. Sprague would recommend Fraud Coverage. The coverage is for technology compromises, ie computers, lpads, phones, etc. The cost is \$1200 for \$1 million worth of coverage. It was felt that this coverage is needed.

The current health insurance will not be offered at Blue Cross Blue Shield past December 31, 2011. We will be exploring options for health insurance. Jamie will put together a package for the personnel committee to review prior to the end of the year.

V. Old Business

- A. Wadsworth Easement Ratification.** Jamie indicated that several months ago SCIDA was approached for an easement over a portion of the SCIDA rail road so the property owner could sell a piece of the land. John Leyden has consulted with the property owner's attorney and reviewed documents for an easement. Phil Roche made a motion ratifying the signing of the easement for Wadsworth, seconded by George Connors. All in favor. Approved.
- B. Railroad Agreement.** Jamie is working with John Leyden and our railroad consultant regarding the new lease. The lease has been forwarded to the Board for their review. Jamie has just received the

feasibility study on the Bath to Hammondsport line from Stone Consulting. Jamie indicated that he felt that LAL has been a good operator and invested monies in the line that they might not have had to to improve the line. Liability coverage will probably be increased to \$10 million.

- VI. Executive Session.** A motion was made by John Sirianni to enter into executive session under the Public Officers Law - Article 7 Section 105 paragraph f (financial & employment history of a particular person or corporation) at 1:05 p.m., seconded by George Connors. All in favor. Approved.

The Board took no action in executive session. George Connors made a motion to reconvene the Agency meeting at 1:35 p.m., seconded by Chris Sharkey. All in favor. Approved.

A motion was made by John Sirianni and seconded by Chris Sharkey approving the contract for James P. Sherron as drafted and presented to the Board. All in favor. Approved.

Phil Roche made a motion to extend the Three Rivers Development Corporation contract to assist with the energy initiative being undertaken by Three Rivers Development and to extend the James Griffin consulting contract at the same rate through December 31, 2011, seconded by Joe Hauryski. Approved. May it be noted that George Connors and John Sirianni abstained from voting.

- VII. ADJOURNMENT.** With no further business to discuss, a motion was made by George Connors to adjourn the meeting at 1:35 p.m., seconded by Phil Roche. All in favor. Approved.

Meeting was adjourned at 1:35 p.m.

Respectfully submitted,

George Connors
Secretary

**Steuben County Industrial Development Agency
7234 Route 54N, P.O. Box 393, Bath, NY 14810**

**Minutes of the Regular Meeting
July 21, 2011**

- I. Call to Order:** The Regular Meeting of the Steuben County Industrial Development Agency (SCIDA) was called to order at 4:00 p.m. by Chairman, Mike Doyle at their offices at 7234 Route 54, Bath, NY.

Present:	Mike Doyle	Chairman
	George Connors	Secretary
	John Sirianni	Member
	Phil Roche	Member
	Christine Sharkey	Member
	Mike Nisbet	Secretary
Absent:	Joseph Hauryski	Vice Chairman
Also Present:	James Johnson	Incoming Exec. Director
	James Sherron	Executive Director
	Kathy Warren	Treasurer/Admin. Asst.

- II. Secretary's Report.** A motion to approve the June 23, 2011 Steuben County Industrial Development Agency's Regular Meeting minutes was made by John Sirianni, seconded by Chris Sharkey. All in favor. Approved.

- III. Treasurer's Report.** The June 2011 financial statements were presented by Treasurer, Kathy Warren. A motion was made by Phil Roche to approve the Treasurer's Report for June 2011, seconded by George Connors. All in favor. Approved.

IV. New Business

- A. Babcock Ladder Property.** Jamie indicated that he has been approached by the Bath Fire Chief regarding obtaining use or purchase a pole barn on the Babcock Ladder property. Babcock Ladder is not using this barn and has no objection to the fire company using it. John Leyden has been involved in the discussions and it is recommended that the IDA enter into a long term lease on the pole barn to the fire department for \$1 per year with a clause in the lease that if it were needed for an economic development project the IDA could take it back with notice and reimburse the fire department for any improvements made. Mike Nisbet made a motion to approve, seconded by John Sirianni. All in favor. Approved.

B. Corning Hospital Resolution. Jamie indicated that he had been approached by the Chairman on the Corning Hospital for the IDA to support their Certificate of Need. George Connors made a motion, seconded by Mike Nisbet. All in favor. Approved. May it be noted that Phil Roche abstained from voting.

V. OLD BUSINESS

A. HOWARD WIND. Jamie indicated that the IDA has the Final Environmental Impact Statement. This is for the additional two turbines. Phil Roche made a motion, seconded by George Connors. All in favor. Approved.

Jamie indicated that the local employment is at 73% for the project and the project was finding it difficult to hire certain trades locally because the local unions are at full employment.

VI. OTHER BUSINESS.

A. B & H RAIL CORP. Jamie indicated that we have received the final draft of the rail study from the consultant. Final study will be sent to the Board.

B. Governor's Open For Business Report – Regional Council.

VII. ADJOURNMENT. With no further business to discuss, a motion was made by George Connors to adjourn the meeting at 4:15 p.m., seconded by Phil Roche. All in favor. Approved.

Meeting was adjourned at 4:15 p.m.

Respectfully submitted,

George Connors
Secretary

**Steuben County Industrial Development Agency
7234 Route 54N, P.O. Box 393, Bath, NY 14810**

**Minutes of the Regular Meeting
August 12, 2011**

- I. Call to Order:** The Regular Meeting of the Steuben County Industrial Development Agency (SCIDA) was called to order at 4:00 p.m. by Chairman, Mike Doyle at their offices at 7234 Route 54, Bath, NY.

Present:	Mike Doyle	Chairman
	Joseph Hauryski	Vice Chairman
	John Sirianni	Member
	Phil Roche	Member
	Christine Sharkey	Member
	Mike Nisbet	Member
Absent:	George Connors	Secretary
Also Present:	James Johnson	Executive Director
	James Sherron	Consultant(via phone)
	Kathy Warren	Treasurer/Admin. Asst.
	Jim Griffin	Consultant
	Steve Boisvert	Bergman & Associates
	Patrick Donnelly	Steuben Co. Treasurer
	John Leyden	Counsel
	Russ Gaenzle	Counsel

- II. Secretary's Report.** A motion to approve the July 21, 2011 Steuben County Industrial Development Agency's Regular Meeting minutes was made by Chris Sharkey, seconded by Joe Hauryski. All in favor. Approved.

- III. Treasurer's Report.** The July 2011 financial statements were presented by Treasurer, Kathy Warren. A motion was made by Mike Nisbet to approve the Treasurer's Report for July 2011, seconded by John Sirianni. All in favor. Approved.

IV. New Business

- A. B & H Rail Agreement.** Jamie Johnson requested approval of the B & H Rail Agreement for signature by Chairman, Michael Doyle. The only change is the addition of an Exhibit A, which is the track owned by the IDA. Phil Roche made the motion, seconded by Mike Nisbet. All in favor. Approved.

V. Old Business

- A. Howard Wind.** Jamie indicated that there are a couple Resolutions for this project that need approval prior to the Town Board meeting next week. The Resolution Adopting the Findings Statement for Two Turbine Expansion was made by Phil Roche, seconded by Chris Sharkey. All in favor. Approved. Final Resolution was made by Joe Hauryski, seconded by John Sirianni. All in favor. Approved.
- B. JMaC Properties.** Jamie indicated that this is the Wayland site. The first step is to declare the intent to become Lead Agent for the SEQRA review. The intent is to perform the SEQRA review with the maximum build out so that the site would have addressed the impacts and shorten the review process for a potential project. This would be a Generic Environmental Impact Statement. The Town of Wayland is in agreement to allow the IDA be the lead agent in the SEQRA process. The completed Full Environmental Assessment form was given to the Board for their review. Phil Roche made the motion, seconded by Chris Sharkey. All in favor. Approved.

VI. Other Business

- A. IDA Industrial Park.** Jamie indicated that he met with Mark Alger, County Administrator regarding the agreement with the County and the IDA. The proposal is a ten year extension of the lease. The targeted industries in the Strategic Plan have been added. There is language in the agreement that would allow retail if determined if there was an economic benefit to the community it would be granted. The agreement was presented to the AIP committee and they are in agreement to move it to the full Legislature for their approval.
- B. County LDC Changes.** It was suggested at the IDA Board retreat that the IDA look at better asset management and consider having the County become the sole member of the LDC to allow the LDC to offer financial assistance to Not for Profit projects through bond financing.

- VII. Executive Session.** A motion was made by Mike Nisbet to enter into executive session under the Public Officers Law - Article 7 Section 105 paragraph f (financial & employment history of a particular person or corporation) at 12:40 p.m., seconded by Phil Roche. All in favor. Approved.

The Board took no action in executive session. Joe Hauryski made a motion to reconvene the Agency meeting at 1:00 p.m., seconded by John Sirianni. All in favor. Approved.

VIII. ADJOURNMENT. With no further business to discuss, a motion was made by Chris Sharkey to adjourn the meeting at 1:00 p.m., seconded by Mike Nisbet. All in favor. Approved.

Meeting was adjourned at 1:00 p.m.

Respectfully submitted,

Mike Nisbet
Acting Secretary

**Steuben County Industrial Development Agency
7234 Route 54N, P.O. Box 393, Bath, NY 14810**

**Minutes of the Regular Meeting
September 22, 2011**

- I. Call to Order:** The Regular Meeting of the Steuben County Industrial Development Agency (SCIDA) was called to order at 12:00 p.m. by Chairman, Mike Doyle at their offices at 7234 Route 54, Bath, NY.

Present:	Mike Doyle	Chairman
	John Sirianni	Member
	Phil Roche	Member
	Christine Sharkey	Member
	Mike Nisbet	Member
Absent:	George Connors	Secretary
	Joseph Hauryski	Vice Chairman
Also Present:	James Johnson	Executive Director
	James Sherron	Consultant(via phone)
	Kathy Warren	Treasurer/Admin. Asst.
	Jim Griffin	Consultant
	Susan Payne	Consultant
	Eiron Smith	Howell Liberatore
	Patrick Donnelly	Steuben Co. Treasurer
	John Leyden	Counsel
	Russ Gaenzle	Counsel

- II. Secretary's Report.** A motion to approve the August 12, 2011 Steuben County Industrial Development Agency's Regular Meeting minutes was made by Mike Doyle, seconded by Phil Roche. All in favor. Approved.
- III. Treasurer's Report.** The August 2011 financial statements were presented by Treasurer, Kathy Warren. A motion was made by Phil Roche to approve the Treasurer's Report for August 2011, seconded by Mike Nisbet. All in favor. Approved.
- IV. New Business**
- A. Governance Committee.** In George's absence Jamie gave the Governance Committee report. Several items reviewed were changes to the SCIDA By Laws and changes to the IDA fee schedule. Action cannot be taken today as seven day notice is needed before action can be taken. Changes that are recommended are making the Treasurer Position a Board member

and creating a Chief Financial Officer and appointing Kathy to that position.

It is also recommended that the check signing authority be removed from the By Laws and it become a policy.

It is requested that the Board review the changes and get back to Jamie or the Governance Committee with any comments and be prepared to act on these changes at the October 27th meeting.

Jim Griffin recommended that the Public Authority Accountability Act (PAAA) and the Public Authorities Reform Act (PARA) not be referenced in the By Laws but to state that the IDA will follow the General Municipal Law and the laws of the State of New as the Acts are continually changing. You don't want to have to change the By Laws every time the Acts change.

Comments should be given to Jamie or the Governance Committee as soon as possible so the revisions, if any, can be distributed to the Board prior to the October 27th meeting.

Jamie has checked with other IDA's and the NYS Economic Development Council did a survey and the vast majority of IDA's, over 90%, have a basic fee schedule of one percent (1%) of the project cost as outlined the application unless it was deemed to be regionally significant. Mike Nisbet made a motion to accept the fee scheduled presented, seconded by Chris Sharkey. All in favor. Approved.

B. Pyramid Brokerage Agreement. Jamie is recommending to the Board that we enter into a twelve month (12) listing agreement with Pyramid Brokerage for the Steuben County Industrial Park. The agreement was distributed to the Board in their Board packet. We would list the property at \$15,000 per acre and pay a 6% commission. There would be no cost to the IDA unless the broker sold some land. This would give the park some marketing and contact with those businesses interested in the natural gas industry. It has been determined that the businesses associated with the natural gas industry are contacting real estate brokers for land available rather than economic developers. If the lead comes to the IDA directly, Pyramid Brokerage would not receive a commission. Mike Nisbet made a motion to sign the Agreement with the corrections suggested (no fee paid if lead comes to the IDA) and attorney approval, seconded by John Sirianni. All in favor. Approved.

C. Consolidated Funding Applications. Jamie indicated that the State has issued their CFA as part of the Regional Council process. The consolidated funding application is how monies are applied for to the State. Jamie indicated that it is his intention to apply for two projects under the IDA's name. One is the extension of the B & H Rail and the other project is the Finger Lakes Highland project in Wayland.

V. OLD BUSINESS

A. Finger Lakes Highland Project. Jamie indicated that at the August 12th SCIDA Board meeting the IDA declared its intent to become Lead Agency in the SEQRA process for the Finger Lakes Highland Project. Phil Roche made a motion to Declare the IDA as Lead Agency in the SEQRA process and authorize a 180 day extension to declare the environmental impact, seconded by Mike Nisbet. All in favor. Approved.

B. Marketing. Eiron Smith of Howell Liberatore and Associates gave a presentation to the board regarding the new SCIDA website.

Phil Roche recommended we contract with Howell Liberatore for iPad training in the amount of \$1800.

C. Strategic Planning Update. Susan Payne gave an update on the Strategic Planning process. Phil Roche made a motion to accept the update presented by Susan, seconded by Chris Sharkey. All in favor. Approved.

VI. OTHER BUSINESS

None

VII. ADJOURNMENT. With no further business to discuss, a motion was made by Phil Roche to adjourn the meeting at 1:05 p.m., seconded by Chris Sharkey. All in favor. Approved.

Meeting was adjourned at 1:05 p.m.

Respectfully submitted,

Mike Nisbet
Acting Secretary

**Steuben County Industrial Development Agency
7234 Route 54N, P.O. Box 393, Bath, NY 14810**

**Minutes of the Regular Meeting
October 27, 2011**

- I. Call to Order:** The Regular Meeting of the Steuben County Industrial Development Agency (SCIDA) was called to order at 12:10 p.m. by Chairman, Mike Doyle at their offices at 7234 Route 54, Bath, NY.

Present:	Mike Doyle	Chairman
	Joseph Hauryski	Vice Chairman
	John Sirianni	Member
	Phil Roche	Member
	Christine Sharkey	Member
	Mike Nisbet	Member
	George Connors	Secretary
Also Present:	James Johnson	Executive Director
	James Sherron	Consultant(via phone)
	Kathy Warren	Treasurer/Admin. Asst.
	Jim Griffin	Consultant
	Jack Benjamin	Consultant
	John Leyden	Counsel
	Russ Gaenzle	Counsel
	Joe Roman	Empire State Development
	Mary Perham	The Leader

- II. Secretary's Report.** A motion to approve the September 22, 2011 Steuben County Industrial Development Agency's Regular Meeting minutes was made by Chris Sharkey, seconded by John Sirianni. All in favor. Approved.
- III. Treasurer's Report.** The September 2011 financial statements were presented by Treasurer, Kathy Warren. A motion was made by Mike Nisbet to approve the Treasurer's Report for September 2011, seconded by George Connors. All in favor. Approved.

The 2012 SCIDA Budget was reviewed by the Board. George Connors made a motion to accept the 2012 SCIDA Budget, seconded by Chris Sharkey. All in favor. Approved.

VI. New Business

- A. Ratify By-Law Changes.** Jamie indicated the Board had before them the final version of the By-Law changes as discussed at the last SCIDA Board meeting. They could not be adopted as the

Board had not had the seven day notice necessary to change. The Board has had the sufficient notice to ratify them at this time. The major change is to create a Treasurer position that is a Board member. The nominating committee with need to fill the position for the coming year's slate of officers. Mike Nisbet made the motion to ratify the By Law changes, seconded by George Connors. All in favor. Approved.

- B. Consolidated Funding Application.** Jamie indicated that he has completed an application for the B & H Rail Company that will come from the IDA. The is a \$900,000 project with an application amount of \$700,000 to bring the rail line back into usable status from Route 415 to Rte 113. This portion of the line serves the Industrial Park. This would require the IDA and B & H to match \$90,000 for a twenty percent (20%) match to the application.

The other application that was submitted is the Finger Lakes Highland Project in Wayland. A \$1.3 million grant is being applied for infrastructure extensions, basically water and sewer to the site. The total project, with land cost and environmental work, is a \$6 million project. The good thing about this application is that there is a substantial private investment in the purchase of the land. That will make the application to be viewed favorably.

Jamie has been working the Dresser Rand, Philips and Corning Inc. on ReCharge NY applications for Consolidated Funding. He is also working with Gunlocke on an application.

- C. Kester Proposal.** Jamie indicated that he has received a proposal from Kester Construction to enter on the railroad property between Route 113 and Pleasant Valley and remove phone lines, utility lines etc. that are there due to the operation of the rail. The proposal was for the material removed is approximately \$100,000. Jamie has spoken to a representative from the rail and they are reluctant to allow this due to liability issues. Jim Griffin indicated that at the rail meeting he attended today the rail road is collecting the recyclable materials on the WNYP line into PA. It is a problem because the public is trespassing and removing the copper and other materials for resale and damaging rail property. There was discussion on this matter. The Board would like Jamie to find out more information on this matter.

- V. Executive Session.** A motion was made by Phil Roche to enter into executive session under the Public Officers Law - Article 7 Section 105 paragraph h (the proposed acquisition, sale or lease of real property) at 12:35 p.m., seconded by George Connors. All in favor. Approved.

The Board took no action in executive session. Phil Roche made a motion to reconvene the Agency meeting at 12:50 p.m., seconded by George Connors. All in favor. Approved.

VI. Management & Administration Service Agreement. Phil Roche made a motion to approve, seconded by Joe Hauryski. All in favor. Approved.

VII. ADJOURNMENT. With no further business to discuss, a motion was made by George Connors to adjourn the meeting at 12:55 p.m., seconded by John Sirianni. All in favor. Approved.

Meeting was adjourned at 12:55 p.m.

Respectfully submitted,

George Connors
Secretary

NOVEMBER MEETING CANCELLED

**Steuben County Industrial Development Agency
7234 Route 54N, P.O. Box 393, Bath, NY 14810**

**Minutes of the Regular Meeting
December 8, 2011**

- I. Call to Order:** The Regular Meeting of the Steuben County Industrial Development Agency (SCIDA) was called to order at 5:05 p.m. by Chairman, Mike Doyle at Three Rivers Development Corp. office, 114 Pine Street, Corning, NY.

Present:	Mike Doyle	Chairman
	Joseph Hauryski	Vice Chairman
	John Sirianni	Member
	Phil Roche	Member
	Christine Sharkey	Member
	George Connors	Secretary
Absent:	Mike Nisbet	Member
Also Present:	James Johnson	Executive Director
	Kathy Warren	Treasurer/Admin. Asst.
	Jim Griffin	Consultant
	Jack Benjamin	Consultant
	John Leyden	Counsel
	Tom Tranter	Corning Enterprises

- II. Secretary's Report.** A motion to approve the October 27, 2011 Steuben County Industrial Development Agency's Regular Meeting minutes was made by Joe Hauryski, seconded by Phil Roche. All in favor. Approved.
- III. Treasurer's Report.** The November 2011 financial statements were presented by Treasurer, Kathy Warren. A motion was made by George Connors to approve the Treasurer's Report for November 2011, seconded by Chris Sharkey. All in favor. Approved.
- IV. New Business**
- A. Nominating Committee.** John Sirianni, Chairman of the Nominating Committee, presented the slate of officer for the 2012 year. The slate being:
- | | |
|----------------|---------------|
| Mike Doyle | Chairman |
| Joe Hauryski | Vice Chairman |
| Mike Nisbet | Treasurer |
| George Connors | Secretary. |
- Chris Sharkey made the motion to accept the slate as presented, seconded by Phil Roche. All in favor. Approved.

B. Corning Museum of Glass. Tom Tranter of Corning Enterprises gave a presentation to the Board regarding the project. This is a \$64 million project expanding the Glass Museum and gallery. The City of Corning is the lead agency in the SEQRA process. The company is seeking financial assistance in the form of sales tax and PILOT Agreement. Jamie Johnson indicated there is an existing PILOT with the Corning Museum of Glass that runs through 2016. Part of that schedule has a piece for a Steuben Expansion which at the end of the PILOT will total approximately \$255,000. What has been agreed to by all parties is that the existing PILOT will be restated starting 2014 minus the Steuben Expansion that will expire in 2016. A new PILOT will be issued for this expansion project with our standard abatement schedule on an agreed upon value. The exempt amount is between \$2.5 and \$3.5 million. Sales tax abatement will be approximately \$2.5. Phil Roche made a motion to accept the Application and authorize the scheduling of a public hearing, seconded by George Connors. All in favor. Approve. May it be noted that Chris Sharkey abstained from voting.

C. New York State Electric and Gas – Sullivan Park Substation. Jamie Johnson indicated that there is a PILOT on a NYSEG Sullivan Park substation. NYSEG is turning the property over to Corning Incorporated and the PILOT will be terminated. There are a couple years left on the PILOT. The property will go back on the tax roll and Corning will pay full taxes on the property. George Connors made a motion to transfer the property to Corning Incorporated and eliminate the PILOT, seconded by John Sirianni. All in favor. Approved.

V. Old Business

NONE

VI. Other Business

A. Annual Report. Jamie distributed to the board the SCIDA Annual Report. The Report will be sent to the partners that worked on the Steuben County Economic Development Plan.

VI. ADJOURNMENT. With no further business to discuss, a motion was made by George Connors to adjourn the meeting at 5:35 p.m., seconded by Chris Sharkey. All in favor. Approved.

Meeting was adjourned at 5:35 p.m.

Respectfully submitted,

George Connors
Secretary