

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

**Minutes of the Regular Meeting April 7, 2020**

Because of the Novel Coronavirus (COVID-19) Emergency and State and Federal bans on large meetings or gatherings and pursuant to Governor Cuomo's Executive Order 220.1 issued on March 12, 2020 suspending the Open Meetings Law, the Steuben County Industrial Development Agency (the "Agency") held this Board Meeting via electronic webinar instead of a public meeting open for the public to attend in person.

- I. CALL TO ORDER:** The Regular Meeting of the Steuben County Industrial Development Agency (SCIDA) was called to order at 12:03 p.m. by Chairman, Mike Nisbet. Chairman Nisbet confirmed that there was a quorum present via Zoom meeting.

Present:	Mike Nisbet	Chairman
Board	Scott VanEtten	Vice Chairman
	Mark Alger	Secretary
	Tony Russo	Treasurer
	Mike Doyle	Member
	Christine Sharkey	Member
	Dean Strobel	Member
Staff:	James Johnson	Executive Director
	Jill Staats	IDA Staff
	Keri Allison	IDA Staff
	Russ Gaenzle	SCIDA Counsel

- II. SECRETARY'S REPORT:** A motion to approve the March 26, 2020 Steuben County Industrial Development Agency's Regular Meeting minutes was made by Mike Doyle, seconded by Tony Russo. All in favor. Approved.

**III. TREASURER'S REPORT:**

**a. Revised January Financials**

Due to an issue with the January financial statements that was recognized following the February 27, 2020 Board meeting, revised and updated financials were presented to the Board by Jamie Johnson. A motion was made to approve the revised January financials by Mark Alger, seconded by Scott VanEtten. All in favor. Approved.

**b. February Financials**

The February financial statements were presented to the Board by Jamie Johnson. A motion to approve was made by Mark Alger, seconded by Dean Strobel. All in favor. Approved.

**c. Steuben County Emergency Relief Program**

Jamie presented to the Board the final draft for the newly established REDEC Steuben County Emergency Relief Program which will provide access to capital for local small businesses during the current COVID-19 crisis. Jamie has been working with REDEC, along with Corning Enterprises and Steuben County to develop the program. This program is mirrored on similar programs that other communities are currently developing, including Broome, Thompkins, Chemung, and Tioga counties. The Agency is being asked for a contribution from its restricted grant income from the Millennium Pipeline reserve.

Jamie requested that the Board approve an investment of \$250,000 by the Agency to program, based on the identified community need.

The funds will be transferred from a recently matured CD holding those restricted funds at Five Star Bank, and will be directly submitted to REDEC in the form of a check from the Agency's main checking account. The Board engaged in discussion regarding the details of the program's requirements and management of the program, with legal insight provided by Russ Gaenzle of Harris Beach.

A motion was made by Chris Sharkey to approve the Agency's investment into the REDEC Steuben County Emergency Relief Program, seconded by Dean Strobel. All in favor. Approved.

**IV. ADJOURNMENT.**

With no further business to discuss, a motion was made by Mark Alger to adjourn the meeting at 12:31 p.m., seconded by Mike Doyle. All in favor. Approved.

Meeting was adjourned at 12:31 p.m.

Respectfully submitted,

Mark Alger  
Secretary