

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

Minutes of the Regular Meeting June 25, 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 1:10 p.m. by Chairman, Mike Nisbet Chairman Nisbet confirmed that there was a quorum present via Zoom meeting.

Present: Board	Mike Nisbet Scott VanEtten Mark Alger Tony Russo Mike Doyle Christine Sharkey Dean Strobel	Chairman Vice Chairman Secretary Treasurer Member Member Member
Staff:	James Johnson Jill Staats Keri Allison Russ Gaenzle Jeff Evans	Executive Director IDA Staff IDA Staff SCIDA Counsel SCIDA Counsel
Other:	Ray Martel Jon LaBarre Susan Payne	B&H Railroad Invenergy Three Rivers Development

- II. **SECRETARY'S REPORT:** A motion to approve the May 28, 2020 Steuben County Industrial Development Agency's Regular Meeting minutes was made by Dean Strobel, seconded by Scott VanEtten. All in favor. Approved.
- III. **TREASURER'S REPORT:** The May 2020 financial statements were presented by Treasurer, Tony Russo. A motion to approve the Treasurer's report was made by Scott VanEtten, seconded by Dean Strobel. All in favor. Approved.

IV. NEW BUSINESS

a. Babcock Authorizing Resolution

Jamie updated the Board on the status of the environmental easement for the Babcock Ladder property. There is a purchase agreement in place with Clark Specialties, which will turn the property over to Clark once the environmental easement process is completed. Jamie requested that the Board grant him the authorization to sign the closing documents once this process is completed.

A motion to give Jamie authorization to sign the final easement documents was made by Tony Russo, seconded by Chris Sharkey. All in favor.
Approved.

b. Tyoga Container Application and Initial Inducement Resolution

Jill presented to the Board the Application details for Tyoga Container, a manufacturing company based in Tioga, Pennsylvania. The application is for the construction of a new facility for manufacturing and distribution in the town of Painted Post on a former foundry site that has been vacant since 1986. A portion of the facility will be leased to Southern Tier Logistics. Seventy jobs are expected to be created.

A motion to approve the Tyoga Container Application and Initial Inducement Resolution was made by Chris Sharkey, seconded by Dean Strobel. All in favor. Approved.

c. Jobs Report

Jamie presented the 2019 Jobs Data Report to the Board, which is comprised of the jobs data collected for the annual PARIS report. Jamie requested that the board provide approval for him to take any relevant action in regard to the recommendations made in the accompanying memo. This information was provided to the Board in advance of the meeting for review.

A motion to adopt the 2019 Jobs Performance Report was made by Scott VanEtten, seconded by Tony Russo. All in favor. Approved.

V. OLD BUSINESS

a. Long Run Communications Marketing Contract Extension

Jill presented to the Board for their approval the six-month extension of the current marketing contract with Long Run Communication.

A motion to approve the extension was made by Dean Strobel, seconded by Tony Russo. All in favor. Approved.

b. B&H Railcorp Final Resolution

Jamie introduced Ray Martel of B&H Railcorp to the Board via Zoom, who gave the board a presentation on the operations of the B&H railroad and why an extension of the PILOT was critical to the continued success of the

rail line. Jamie recommended to the Board that the Final Resolution be approved for the B&H Railcorp PILOT Extension Application. A motion was made to approve the B&H Railcorp Final Resolution was made by Tony Russo, seconded by Scott VanEtten. All in favor. Approved.

c. Finger Lakes Community Health

Jamie presented to the board a request to extend the current purchase offer made by Finger Lakes Community Health to purchase the adjacent parcel of land next to the Steuben County IDA's office on Route 54, and also for authorization for Jamie to sign the closing documents upon finalization of the land sale. The facility to be built will provide a wide range of health services

A motion to approve was made by Chris Sharkey, seconded by Dean Strobel. All in favor. Approved.

d. Canisteo Wind Energy, LLC Final Resolution

A motion to approved the Canisteo Wind Energy, LLC Final Resolution was made by Mike Doyle, seconded by Tony Russo. At Mike Nisbet's direction, a roll call vote was taken:

Mike Nisbet: Yes
Tony Russo: Yes
Scott VanEtten: Yes
Christine Sharkey: Abstain
Dean Strobel: Yes
Mark Alger: Yes
Mike Doyle: Yes

e. Office Reopening Plan

Jamie reviewed the Office Reopening Plan with the Board, which had been provided to them in advance of the meeting. Normal office hours will commence on Monday, July 6th.

VI. PROJECT UPDATES

Jamie provided the Board with an update on the Dana Lyon school project, indicating that Providence Housing is elevating their schedule as the funding source they are seeking has moved the deadline up to September for applications. Additionally, there is consideration of doubling the commercial space to be developed at the location. Thus far, the project has been well received in the community.

VII. EXECUTIVE SESSION

At 2:27 p.m., a motion was made by Scott VanEtten to enter into Executive Session, under Public Officers Law, Article 7, Open Meeting Law Section 105, Paragraph f (personnel). This motion was seconded by Dean Strobel. All in Favor. Approved.

At 2:38 p.m., a motion was made by Christine Sharkey to close Executive Session, seconded by Mark Alger. All in Favor. Approved.

VIII. OTHER BUSINESS

Following the executive session, Mark Alger made a recommendation and a motion to approve a three percent salary increase for Jamie Johnson, Executive Director. Seconded by Scott VanEtten. All in favor. Approved.

IX. ADJOURNMENT

With no further business to discuss, a motion was made by Scott VanEtten to adjourn the meeting at 2:41 p.m., seconded by Mike Doyle. All in favor. Approved.

Meeting was adjourned at 2:41 p.m.

Respectfully submitted,

Mark Alger
Secretary