

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

Minutes of the Regular Meeting August 14, 2020

Because of the Novel Coronavirus (COVID-19) Emergency and State and Federal bans on large meetings for gatherings and pursuant to Governor Cuomo's Executive Order 202.55 issued on August 6, 2020 extending the suspension on 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 Vice Chairman, Scott VanEtten. Vice Chairman VanEtten confirmed that there was a quorum present via Zoom meeting.

Present:

Board

Scott VanEtten
Mark Alger
Tony Russo
Mike Doyle
Christine Sharkey
Dean Strobel

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:

Charlie Frysinger
Chris Morral
Susan Payne

Tyoga Container
Tyoga Container
Three Rivers Development

- I. SECRETARY'S REPORT:** A motion to approve the June 25, 2020 Steuben County Industrial Development Agency's Regular Meeting minutes was made by Chris Sharkey, seconded by Dean Strobel. All in favor. Approved.
- II. TREASURER'S REPORT:** The June and July 2020 financial statements were presented by Treasurer, Tony Russo. A motion to approve the June Treasurer's report was made by Mark Alger, seconded by Christine Sharkey. All in favor. Approved.

III. NEW BUSINESS

a. Providence Housing/Dana Lyons

Application and Initial Inducement Resolution

Jamie presented to the board the status of the Providence Housing/Dana Lyons application, giving details regarding the condition of the building and the work that was undertaken to move the project forward with the approval of all parties involved. Providence has made application for State assistance which is expected to be announced in October. This announcement will drive the schedule for the project.

A motion was made to approve the application and initial inducement resolution by Mark Alger, seconded by Tony Russo. All in favor. Approved.

b. Investment Plan Review

Jamie presented to the board a comprehensive overview of the current investment strategy of the IDA, and gave a recommendation that several CD accounts that would be maturing over the next few months be consolidated into one larger CD in the interest of efficiency for agency staff, along with the hope of securing a better rate of return on these funds.

A motion to provide Jamie with the authority to make a decision regarding the re-investment of agency funds into a consolidated CD account was made by Tony Russo, seconded by Dean Strobel. All in favor. Approved

IV. OLD BUSINESS

a. Tyoga Container Update

Jill introduced Charlie Frysinger and Chris Morral from Tyoga Container to the Board, to present updates to the status of the project. A copy of their presentation will be included in the official board minutes.

V. OTHER BUSINESS

a. COVID Response Update

The IDA continues to provide updates to the local business community in regard to the current COVID pandemic situation, and providing support to our partners and businesses in the county. Workforce is an ongoing issue, with the additional unemployment benefit being offered, it has been a struggle to secure workforce at this time across the board among industry sectors. Susan Payne from Three Rivers Development also provided insight into the workforce issue.

b. Marketing Update

Jill discussed with the board the marketing efforts of the agency, specifically highlighting the impactful nature of the Agency's social media marketing efforts throughout the pandemic, and the increased traffic to the website related to the issuance of communications via Constant Contact.

c. Office Staffing

Jamie presented to the board his recommendation for an office staffing plan which will involve a hybrid-remote work environment schedule to accommodate the school aged children of all staff members, while ensuring coverage in the office.

d. NYSEDC Annual Conference

Jamie discussed the change to the NYSEDC Annual Conference to a virtual format. Jamie indicated that the IDA would provide a sponsorship for the conference, which would allow for ten registrations, covering all Board and Staff members for participation in any sessions included.

VI. PROJECT UPDATES

Jamie provided an update on the Hammondsport Village sewer project, indicating that the Town has successfully completed the eminent domain proceedings, and have in title the treatment area for the project. The engineering team is in design phase, and the anticipated bid opening should be early in 2021.

VII. NEXT MEETING DATE

Thursday, September 24, 2020

VIII. ADJOURNMENT

With no further business to discuss, a motion was made by Mark Alger to adjourn the meeting at 1:23 p.m., seconded by Mike Doyle. All in favor. Approved.

Meeting was adjourned at 1:23 p.m.

Respectfully submitted,

Mark Alger
Secretary

