

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

Minutes of the Regular Meeting October 22, 2020

- I. CALL TO ORDER:** The Regular Meeting of the Steuben County Industrial Development Agency (SCIDA) was called to order at 12:09 p.m. by Chairman, Mike Nisbet at their offices at 7234 State Route 54, Bath, New York. Chairman Nisbet confirmed that there was a quorum present.

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
	Kevin McAuliff	Barclay Damon
	Jim Griffin	Hornell IDA

- II. SECRETARY'S REPORT:** A motion to approve the August 14, 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. Financials:

The August and September 2020 financial statements were presented by Treasurer, Tony Russo. A motion was made by Mike Doyle to approve the Treasurer's Report for both August and September 2020, seconded by Mark Alger. All in favor. Approved.

b. EFPR Engagement Letter – 2020 Financial Audit:

Jamie presented to the board the Engagement Letter from EFPR Group to approve them as the approved contractor to complete the 2020 Financial Audit. A motion was made by Mark Alger to approve engaging EFPR Group, seconded by Tony Russo. All in favor. Approved.

c. 2021 Budget Review and Approval:

The 2021 budget for the Agency was presented to the Board by Jamie Johnson. He explained the various changes that were made to several line items. The 2021 budget anticipates \$791,880 in administrative income and \$616,103 in expenses, representing a 6% decrease in expenses from 2020. The budget as presented is attached. A motion was made by Chris Sharkey to formally adopt the 2021 budget, seconded by Mike Doyle. All in favor. Approved.

d. Investment Strategy Review

Jamie discussed with the board the Agency's decision to combine several CD accounts that had recently matured, and re-invest a lump sum amount into one CD with Chemung Canal Trust Company, for a term of 12 months. The Board agreed with this strategy and confirmed that Jamie has the authority to sign all documents to set up the new investment account.

IV. NEW BUSINESS:

a. SCT Computers Contract:

Jamie discussed with the Board the renewal of the SCT Computers contract for IT Services, including the addition of a remote monitoring service for all workstations, given the increased use of technology that is needed for staff to work remotely during the current COVID-19 situation. The Board was in agreement that this contract is necessary.

b. B&H Railcorp Lease Extension

The current lease agreement between the Agency and B&H Railcorp includes a stipulation that the agreement can be automatically renewed for ten years. B&H recently exercised the extension and requested an additional extension of ten years beyond the automatic term length. The board agreed with Jamie's recommendation that the request for an additional 10 years would not be granted until a thorough review of the potential benefit to the Agency prior to considering an additional length of time.

c. ReneSola Power Holdings, LLC Application and Inducement Resolution

The ReneSola project is a 4-megawatt community solar project slated to be constructed in Dansville, NY. The solar farm will be built on a leased parcel of land on Crosset Road in Dansville. A motion was made to approve the application and inducement resolution which authorizes a public hearing by Chris Sharkey, seconded by Scott VanEtten. All in favor. Approved.

V. OLD BUSINESS

a. 2-4 Market Street, LLC Sales Tax Extension

Due to complications arising from the COVID-19 Pandemic, construction on the 2-4 Market Street project has been delayed, resulting in the need for an extension of time for the use of the previously approved sales tax exemption provided. This is an extension of time only, with no increase in value. A motion was made by Mark Alger to approve the extension, seconded by Tony Russo. All in favor. Approved.

b. Marzo Brown, LLC Sales Tax Extension

Due to complications arising from the COVID-19 Pandemic, several equipment purchases for the Marzo Brown, LLC project has been delayed, resulting in the need for an extension of time for the use of the previously approved sales tax exemption provided. This is an extension of time only, with no increase in value. A motion was made by Chris Sharkey to approve the extension, seconded by Mark Alger. All in favor. Approved.

c. Canandaigua Power Partners, I and II Mortgage Recording Tax

Inducement and Public Hearing

The original application package for CPP I and II did not include a Mortgage Recording Tax Exemption, as the project did not intend to apply for financing. Due to unforeseen circumstances, the project has determined that additional financing is needed, and have requested the approval of a Mortgage Recording Tax Exemption, which will require a public hearing to be held. A motion was made by Dean Strobel to approve this action, seconded by Scott VanEtten. All in favor. Approved.

VI. OTHER BUSINESS

a. Solar Discussion

In the interest of time, the solar discussion was tabled until a future meeting date.

b. Future Meetings

A brief discussion was held to determine the necessity of holding a brief meeting in November to approve the Canandaigua Power Partners I and II Final Application for a Mortgage Recording Tax Exemption, given that the project is moving forward quickly. Additionally, the December board meeting is typically held in person with an appreciation event. The board determined, at Jamie's recommendation, that it is prudent to hold the meeting virtually and cancel the in-person event, due to the current pandemic situation.

VII. PROJECT UPDATES

In the interest of time, project updates were tabled until a future meeting.

VIII. ADJOURNMENT.

With no further business to discuss, a motion was made by Mark Alger to adjourn the meeting at 1:16 p.m., seconded by Scott VanEtten. All in favor. Approved.

Meeting was adjourned at 1:16 p.m.

Respectfully submitted,

Mark Alger
Secretary