

Steuben County Industrial Development Agency
7234 Route 54N, P.O. Box 393, Bath, NY 14810
Minutes of the Regular Meeting July 28, 2022

- I. CALL TO ORDER:** The Regular Meeting of the Steuben County Industrial Development Agency (SCIDA) was called to order at 12:05 pm, by Chairman Mark Alger. Chairman Alger confirmed that there was a quorum present.

Present:	Mark Alger	Chairman
	Scott VanEtten	Vice Chair
	Tony Russo	Treasurer
	Michelle Caulfield	Member
	Dean Strobel	Secretary
	Christine Sharkey	Member

Absent:	Mike Davidson	Member
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Staff:	James Johnson	Executive Director
	Jill Staats	IDA Staff
	Stacy Housworth	IDA Staff
	Russ Gaenzle	SCIDA Counsel (via Zoom)

Guests:	Kamala Keeley	President, Three Rivers Development Corp.
	Brian Polmanteer	Momentum of Western NY, LLC
	Lauren Case	Momentum of Western NY, LLC

- II. SECRETARY'S REPORT:** A motion to approve the June 23, 2022, Regular Meeting Minutes of the Steuben County Industrial Development Agency as presented in the board materials was made by Chris Sharkey, seconded by Tony Russo. All in favor. Approved.

III. TREASURER'S REPORT:

a) June 2022 Financial Statements:

The June 2022 financial reports were reported to the board. A motion to approve the financial statements as presented and included in the board materials was made by Scott VanEtten, seconded by Dean Strobel. All in favor. Approved.

Executive Director Johnson gave a brief update on the estimated budget for the 50th Anniversary celebration. There will be firmer numbers, once the IDA receives RSVP's from invitees by the requested due date.

IV. NEW BUSINESS

a) Momentum of Western NY, LLC Initial Resolution:

Brian Polmanteer and Lauren Case attended the meeting and gave the board a presentation on the development and construction of the new Momentum of Western NY, LLC site. The new material recycling and recovering company will develop the last remaining property in the Bath Industrial Park investing \$3.3 million and creating 12 new jobs.

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

V. Old Business

a) BelGioioso Initial Resolution Sales Tax Benefit:

BelGioioso will be making significant investments to the non-manufacturing areas of the recently purchased Upstate Niagara Campbell Plant. They have asked the IDA for a sales tax benefit for the purchase of the materials and supplies needed for the upgrades. A motion to approve the initial resolution for sales tax benefit, was made by Scott VanEtten, seconded by Chris Sharkey. All in favor. Approved.

Board Secretary Dean Strobel recused himself from this discussion and vote due to conflict of interest.

VI. Other Business:

a) Draft RFP for Auditing Services:

The board agreed to move forward with issuing the RFP for auditing services as presented in the board packet. The IDA's process will be completed no later than October 31.

b) Insurance Renewal Rates:

Executive Director Johnson presented the board with insurance renewal rates as received from Sprague Insurance and as presented in the board packet. He reiterated that there are sufficient funds budgeted to cover the cost of renewals.

c) Strategic Plan Update:

Executive Director Johnson presented the board with the Strategic Plan as presented in the board packet. Members discussed several strategies, specifically 1 & 2. The board asked for time to review the plan and formulate

thoughts on the discussion points and will plan to take action on the plan at the August meeting.

d) Parking Lot Discussion:

Executive Director Johnson presented 2 quotes for re-sealing the front and back parking lot as presented in the board packet. There was discussion on the parking lot as it really needs a full paving job, which initial estimates come in at around \$26,000-\$30,000. The board agreed to seal it this year for \$1,650 and budget for a full paving job in the 2023 budget.

e) Project Updates:

Executive Director Johnson stated that the Amazon project is well underway behind Simmons Rockwell, and that the Turning Lane work will begin in August. LP Building Solutions is currently waiting for final permits to begin site work. Philips continues work on demolishing the old buildings and the IDA is having positive discussions on the future of the lot.

VII. ADJOURNMENT

With no further business to discuss, a motion was made by Scott VanEtten to adjourn the meeting at 1:09 pm, seconded by Tony Russo. All in favor. Approved.

Respectfully submitted,

Dean Strobel
Secretary