

**Steuben County Industrial Development Agency
Board of Director's Meeting Minutes
June 13, 2024**

- I. **Call To Order:** The Regular Meeting of the Steuben County Industrial Development Agency (IDA) was called to order at 12:01pm by Chair Strobel, who confirmed that there was a quorum present.

Present:	Dean Strobel	Chairman
	Kelly Fitzpatrick	Vice Chair
	Mark Alger	Member
	Michelle Caulfield	Member
	Sarah Creath	Member
	James Johnson	Executive Director
	Jill Staats	Deputy Director
	Matt Bull	Dir. of Community and Infrastructure Dev.
	Russ Gaenzle	IDA Counsel
Absent:	Mike Davidson	Secretary
	Tony Russo	Treasurer
Guests:	Kam Keeley	Three Rivers Development Corporation
	Ryan Silva	NYS Economic Development Council

- II. **Secretary's Report:** Johnson presented the May 9, 2024 meeting minutes in Davidson's absence. A motion to approve them as presented in the board packet was made by Alger and seconded by Fitzpatrick. All voted in favor and the motion passed.
- III. **Treasurer's Report:** Johnson presented the April and May financials in Russo's absence. A motion to approve the financial statements as presented was made by Caulfield and seconded by Alger. All voted in favor and the motion passed.
- IV. **New Business:**
- a) **Ryan Silva's Legislative Update** – As Executive Director of the NYS Economic Development Council, Silva summarized the legislature's actions during the 2024 session and continuing areas of focus. He highlighted three main pieces of legislation that passed in the final days of the session that will impact IDAs in the state.
- V. **Old Business:**
- a) **Siemens Energy Final Approval** – Johnson summarized the Siemens Energy project, presented at last month's board meeting, for which sales tax assistance was requested. He noted that the environmental review had been completed and a public hearing held; no one attended the hearing. Johnson requested the board offer final approval based on the information provided. Alger made a motion to approve the final resolution, and Creath seconded. All voted in favor and the motion passed.

- b) Restore NY Update** – Johnson summarized the various applications for Restore NY grant funding made by projects in Steuben County, which were due at the end of May.
- c) NY Forward Update** – Johnson provided an update on the state’s process to plan for NY Forward project funding in Urbana and Hammondsport.
- d) Personnel** – Johnson advised the group that the administrative position was filled at 25 hours per week. Kelly Hortman was scheduled to start on Monday, June 17.
- e) Board Meeting Dates Through December** – Johnson advised the Board that previous calendar invites for board meetings sent by Jen were cancelled so her email could be disabled. New invites will be sent by Kelly next week.
- f) June and July Meeting Dates** – Johnson advised that the June 27 meeting will be cancelled but that meetings will be back on the typical cycle starting with the July 25 meeting.

- VI. Project Updates** – Johnson provided updates on the CRISI grant submission, the clean tech study, Baron Wind Phase 2, and the opening of the state’s grant portal through the end of July.
- VII. Adjournment:** Alger made a motion to adjourn the meeting at 12:51pm, which was seconded by Fitzpatrick. All voted in favor and the motion passed.

Respectfully submitted,
Kelly Fitzpatrick
Vice Chair