

Steuben County Industrial Development Agency

Board of Director's Meeting Minutes

July 25, 2024

- I. **Call To Order:** The Regular Meeting of the Steuben County Industrial Development Agency (IDA) was called to order at 12:01pm by Vice Chair Fitzpatrick, who confirmed that there was a quorum present. Introductions made by the Board to new Administrative Assistant, Kelly Hortman.

Present:	Kelly Fitzpatrick	Vice Chair
	Tony Russo	Treasurer
	Mark Alger	Member
	Michelle Caulfield	Member
	Sarah Creath	Member
	Mike Davidson	Secretary
	James Johnson	Executive Director
	Jill Staats	Deputy Director
	Matt Bull	Dir. of Community and Infrastructure Dev.
	Russ Gaenzle	IDA Counsel (via Zoom)
	Kelly Hortman	IDA Administrative Assistant
Absent:	Dean Strobel	Chairman
Guests:	Kam Keeley	Three Rivers Development Corporation
	Jason Dagger	Baron Wind (via Zoom)

- II. **Secretary's Report:** Davidson presented the June 13, 2024, meeting minutes. A motion to approve them as presented in the board packet was made by Alger and seconded by Creath. All voted in favor except for Davidson who abstained due to his absence. The motion passed.

III. Treasurer's Report: Johnson presented the CD Renewals as presented to the board in an earlier communication which called for rolling the current proceeds into a new 12-month option at 4.75%. This proposal was unanimously approved electronically, however a motion to ratify the approval was made by Alger and seconded by Caulfield. All voted in favor and the motion passed.

Russo presented the June 2024 financials. A motion to approve the financial statements as presented was made by Creath and seconded by Alger. All voted in favor and the motion passed.

IV. New Business:

a) Phone System Update – Bull reviewed the proposals for VoIP systems and recommended Techline Communications with RingCentral and a wireless system. The recommendation was based on multiple factors including set up costs, recurring costs, equipment, warranty, and service. Davidson asked how long it would take to install the system, and Bull responded that it would take a few weeks. A motion to approve the Techline system was made by Davidson and seconded by Alger. All voted in favor and the motion passed.

V. Old Business:

a) Baron Winds Update – Johnson summarized the project and introduced Jason Dagger, the project manager from RWE who provided updates with the project moving in the second phase. Johnson then provided an overview of the benefits that it would have for the local taxing entities and landowners.

b) NY Forward Update – Johnson provided an update on the state's process to plan for NY Forward project funding in Urbana and Hammondsport. Currently the call for projects is underway to seek projects which would be recommended for funding by the State.

c) Finger Lakes Rail Rider Entry Agreement – Earlier in the year the board approved an early entry agreement to clean the former B&H ROW between Route 54 in Bath and Pleasant Valley Road for the purposes of determining the viability of a railbike operation. Johnson presented a request for an extension of the use agreement, through May 2025. Motion to approve made by Caulfield, seconded by Russo. All voted in favor and the motion passed.

d) Clean Tech Update – Johnson presented the Newmark visit outcomes and the stakeholder’s summary.

e) ARC/Rt. 54 Corridor Study – Johnson advised that the grant for the Route 54 Corridor Analysis was approved by ARC and sought approval for accepting the \$75,000 grant. A motion was made by Alger and seconded by Creath. All voted in favor and the motion passed.

VI. Project Updates – Johnson provided updates on the CFA process which is open until the end of July.

VII. Adjournment: Alger made a motion to adjourn the meeting at 1:00 pm, which was seconded by Caulfield. All voted in favor and the motion passed.

Respectfully submitted,

Mike Davidson

Secretary