

**Steuben County Industrial Development Agency
Board of Director's Meeting Minutes
October 24, 2024**

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

Present:	Dean Strobel	Chairman
	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
	Kelly Hortman	IDA Administrative Assistant

Guests: Kamala Keeley Three Rivers Development

- II. **Secretary's Report:** Davidson presented September 26, 2024, meeting minutes. A motion to approve them as presented in the board packet made by Alger and seconded by Creath. All voted in favor and the motion passed.
- III. **Treasurer's Report:** Russo presented the September 2024 financials. Administrative revenue is still behind budget for the year however the Baron Wind Phase II project is expected to close next Friday, 11/1/2024, resulting in a payment of \$1,015,333 in administrative fees, and then half million in years two and three. All other items are in line with or below budget. A motion to approve the financial statements as presented was made by Alger and seconded by Fitzpatrick. All voted in favor and the motion passed.

Johnson presented the annual budget for 2025 as documented in the board packet. Johnson reviewed expected administrative fees from projects and went through expected significant changes in the budget from the current year. The budget as presented would result in a \$157,855 profit for the year. A motion to approve the 2025 budget was made by Davidson and seconded by Alger. All voted in favor and the motion passed.

- IV. **New Business:**

- a) **McFarland Johnson Contract** – Johnson reviewed the proposal for NY State Route 54 Industrial Site Analysis as presented in the Board packet. Johnson, Staats and Alger had interviews with McFarland and Labella for the work and McFarland Johnson was selected due to their approach and experience. A motion to allow the Executive Director to enter a contract with McFarland Johnson, subject to attorney review, was made by Creath and seconded by Russo. All voted in favor and the motion passed.
- b) **NYEDC Competitiveness Project** – Johnson reviewed the project proposal as presented in the Board Packet for a joint Business Council and Economic Development Council study to review how to make New York State competitive for business. A contribution for this project was discussed and \$5000.00 was proposed. A motion for approval was made by Alger and seconded by Caulfield. All voted in favor and the motion passed.

V. **Old Business:**

- a) **JA Palmer, LLC** – Bull reviewed the Public Hearing that took place in Wayland on 10/23/2024 for the project. A Final Resolution was presented in the Board Packet. A motion was made by Alger, seconded by Fitzpatrick, to approve benefits for the project. All voted in favor and the motion passed.
- b) **B&H Rail line FEMA Update**- Johnson reviewed the application submitted to FEMA for financial assistance for the railroad bridge damage caused by Tropical Storm Debby. Further follow-up with FEMA is expected to determine project eligibility.

VI. **Project Updates:**

- a) **Clean Tech**- Johnson discussed coordination with Broome County for the Newmark final strategy presentation. Presentation with Stakeholders will be held on December 4th and 5th; a formal invitation will come out in November
- b) **Restore Projects**- Johnson reviewed the Restore NY projects that have been awarded funding. The Wayland project is going well, with construction expected to start in November.
The sale of the Dana Lyon building is expected to close on November 15, 2024, and to start selective demolition immediately. A lease with Save the Lyon is still needed by both Providence and IDA. This has been communicated to them and the organization is working on it.
Another round of Restore NY awards has been announced. Urbana-Hammondsport and the Curtiss School have sent out an intent to apply letter.
- c) **NY Forward**- Johnson discussed NY Forward update for Urbana/Hammondsport, working through the Strategic Investment Plan on the project list. Their planning committee is working on reviewing the list of projects to be ready for advancement. The Planning Committee will be meeting next Tuesday to approve projects to be submitted to the State.

- VII. Annual Meeting – Johnson discussed with members the options for a final board meeting of the year, noting that the November meeting is usually skipped in favor of an early December meeting. Board members agreed and decided to hold the meeting on December 12 at noon.

VIII. Adjournment: Davidson made a motion to adjourn the meeting at 12:46 pm, which was seconded by Alger. All voted in favor and the motion passed.

Respectfully submitted,

Mike Davidson
Secretary