

**Steuben County Industrial Development Agency
Board of Director's Meeting Minutes
May 14, 2025**

- I. **Call To Order:** The Regular Meeting of the Steuben County Industrial Development Agency (IDA) was called to order at 12:00 pm by Chair Strobel, who confirmed that there was a quorum present.

Present:	Dean Strobel	Chairman
	Kelly Fitzpatrick	Vice Chair
	Tony Russo	Treasurer
	Mike Davidson	Secretary
	Michelle Caulfield	Member
	Mark Alger	Member
	Sarah Creath	Member
	James Johnson	Executive Director
	Jill Staats	Deputy Director
	Matt Bull	Director of Community & Infrastructure Dev
	Russ Gaenzle	IDA Counsel
	Kelly Hortman	Administrative Assistant

Absent: None

Guests:	Kamala Keeley	Three Rivers Development
	Ed Valenta	BelGioioso

- II. **Secretary's Report:** A motion to approve April 24, 2025, meeting minutes as presented in the board packet was made by Davidson and seconded by Fitzpatrick. All voted in favor and the motion passed.

III. **Treasurer's Report:**

- a) **Treasurer's Report** – Because the Board Meeting was held earlier in the month, the April financials were not yet completed but will be shared electronically with the board and included in the June board packet for approval.

IV. **New Business:**

- a) **BelGioioso Application** – Johnson presented the BelGioioso Application for Sales Tax Abatement and Initial Resolution as presented in the Board Packet. BelGioioso project manager Ed Valenta presented in depth details of the project which will include a new production line, truck bay and plant modernizations. This project anticipates 4 direct jobs and 22 Ag related jobs- truck drivers, farming, etc. As outlined in the approval matrix for manufacturing projects, the evaluative criteria include private sector investment and the creation and retention of jobs. The project does not provide on-site childcare. Alger motioned to accept the application and approve the resolution, as presented, and Caulfield seconded the motion. All voted in favor and the motion passed.

- b) **IT Policy** – Staff reviewed a proposed cybersecurity and IT policy as presented in the board packet. The policy was reviewed by both Harris Beach Murtha as well as STC Computers. A motion to adopt the IT Policy was made by Alger and seconded by Davidson. All voted in favor and the motion passed.
- c) **Urbana Site Access Agreement** – Bull reviewed the site access agreement for Urbana, which would grant them access to the former B&H railroad ROW for completing flood mitigation and control efforts along Cold Brook, Keuka Inlet and related tributary streams and streambanks that are adjacent to the ROW. A motion to approve the agreement was made by Fitzpatrick and seconded by Alger. All voted in favor and the motion passed.

V. Old Business:

- a) **Canisteo Wind Final Resolution** – Johnson reviewed the Final Resolution for Canisteo Wind, which included a separate pilot schedule for the development of a 15.3-mile transmission line. Johnson reported receiving consent resolutions from all impacted municipalities as well as hosting a public hearing with no opposition. The final resolution was presented for approval, which would lead to the initial closing of the project. A motion to approve the resolution was made by Davidson and seconded by Creath. All voted in favor and the motion passed.

VI. Project/Policy Updates:

- a) Johnson provided project updates for the following projects- Park Grove Housing (Town of Erwin), NY Forward for the Town of Urbana, HP Hood discussions with the City of Hornell on wastewater, Prattsburgh Wind, and the new Alstom facility.

VII. Adjournment: Alger made a motion to adjourn the meeting at 12.39 pm, which was seconded by Creath. All voted in favor and the motion passed.

Respectfully submitted,
Mike Davidson
Secretary