

**Steuben County Industrial Development Agency
Board of Director's Meeting Minutes
July 24, 2025**

- I. **Call To Order:** The Regular Meeting of the Steuben County Industrial Development Agency (IDA) was called to order at 3:01 pm by Chair Strobel, who confirmed that there was a quorum present.

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

- II. **Secretary's Report:** A motion to approve June 26, 2025, meeting minutes as presented in the board packet was made by Davidson and seconded by Alger. All voted in favor and the motion passed.

III. **Treasurer's Report:**

- a) **Treasurer's Report** – Johnson reviewed the June Financials, noting that administrative income is running behind due to timing of project activity. Johnson reviewed the administrative fees that are expected to come in before the end of the year and expects that by year end revenue will exceed budgeted expenses. Johnson did indicate that work just got underway on the Rt 54 corridor project but due to the project schedule the ARC reimbursement budgeted for this year will not be received until 2026. All expenses are in line with the budget. A motion to approve the Financials as presented in the Board Packet was made by Russo and seconded by Alger. All voted in favor and the motion passed.

IV. **New Business:**

- CD Renewal Ratification** – Johnson reviewed the CD Renewal request as previously presented via email to the Board and unanimously approved for a 9-month CD at 3.75%APY. A motion was made by Alger to ratify the CD Renewal and seconded by Fitzpatrick. All voted in favor and the motion passed.

Approval of Contract for Tree Removal – Johnson reported that during a storm event a portion of a tree that was on the B&H Railroad, IDA property adjacent to 19 Davis Ave, Hammondsport, had fallen on the right of way, with some debris falling on adjacent property, owned by D. Drum and C. Wilson. The remaining portion of the tree presented a hazard for adjacent property owners, and it was determined it needed to be removed. Estimates were submitted by Sean Stopka and Beers Tree Service. Because of the risk for additional damage IDA staff used the agency's emergency procurement procedures to award the work to Beers Tree Service. The tree and clean-up had been completed prior to the board meeting; however, staff requested formal ratification and acceptance of the actions by staff to issue the contract and have the work performed. A motion was made for ratification of the tree removal by Davidson and seconded by Creath. All voted in favor and the motion passed.

V. Old Business:

- a) Hornell Wastewater** – Johnson discussed Hornell wastewater system update as presented in the board packet. He continues to work with the Hornell IDA and the three municipalities- Village of North Hornell, Town of Hornellsville and the City of Hornell- who have all agreed to share equally the cost for LaBella's services for grant preparation and environmental review work. The first grant application to be submitted is the Pro Housing Supply Fund, which is due 7/31/2025. The Fund requires municipalities to be Pro Housing certified or have submitted a complete application to become certified by 7/31/2025. The City of Hornell has Pro Housing Certified Status and staff have worked with the remaining municipalities to get the necessary approvals to apply for certification in time to submit the application. Staff will continue to work to advance this project, which serves some of the largest employers in the western Steuben area.
- b) Route 54 Corridor** – Johnson reported that the agency has moved forward with the Rt. 54 Corridor project with McFarland & Johnson. Discussions have progressed with Signify regarding the old Phillips Lighting site. Staff have worked with Harris Beach Murtha to better understand the implications of the Brownfield Tax credits and how those credits may continue to benefit Signify or potential redevelopment partners. Redevelopment discussions will continue.
- c) B&H Rail Grant** – Johnson discussed the update on the B&H Rail bridge project. In July the IDA was awarded a \$200,000 ARC Grant to upgrade the B&H rail line from Route 54 to Pleasant Valley. This work is contingent on the successful advancement of the FLX Rail Riders project. Johnson also reported that the IDA is still waiting for a response from FEMA regarding the Mitchellsville Bridge replacement. Russo made the motion to provide authorization to accept the ARC grant and Fitzpatrick seconded the motion. All voted in favor and the motion passed.

- d) **Prattsburgh Wind** – Johnson discussed the Prattsburgh Wind project. Public hearings were held on July 23, 2025, in Howard in the afternoon and a second in Wheeler in the evening. Only eight people combined attended the hearings and only one comment about the project was received. Johnson explained that work continues with the three final municipalities who have not yet passed the consent resolutions for the PILOT. Johnson and Russ Gaenzle both confirmed that the board has full authorization to grant final approval of the PILOT without the consent resolutions for the fixed payment schedule. If this occurs those municipalities that have not acted will have a separate PILOT schedule where the distribution will float based on the annual tax rates. Johnson reported that he plans to advise these municipalities that if they do not consent by the September IDA meeting then the board will consider moving ahead with two separate schedules to allow the project to move forward this fall.
- e) **Clean Tech Implementation Proposal** – Johnson presented a proposal for consulting services with Susan Payne regarding the development of an implementation strategy for the Clean Tech recommendations. As with the original strategy all eight of the IDA's in the region have been asked to share the costs of the work and Johnson proposed that Steuben County contribute \$5,000 toward the work which is the same amount Broome and Chemung will be contributing. The IDA has these funds budgeted in the consulting line of the budget. A motion to approve the consulting cost was made by Alger and seconded by Creath. All voted in favor and the motion passed.

Johnson also presented an opportunity to participate in the Battery Trade Show in Michigan in October 2025 as a Kiosk sponsor. The sponsorship would cost \$6,950 in addition to travel expenses. The board expressed that the event would be a great opportunity to network and promote the IDA. A motion was made to attend the trade show as a kiosk sponsor by Alger and seconded by Creath. All voted in favor and the motion passed.

VI. Project/Policy Updates:

- a) **Dana Lyon** – Johnson reported on the Dana Lyon housing project. The historic rehabilitation and repurpose of the old Dana Lyon School to 49 apartment units is going very well. A visit/tour of the Dana Lyon project was attended by Johnson, Bull, Fitzpatrick and Strobel on July 9, 2025. The project is on-schedule with an anticipated completion of early June 2026.
- b) **Alstom CRISI Grant**- Johnson provided an update regarding the CRISI grant and Alstom's freight engine project. The company has reduced its offshore component requirement however three Buy America waivers will need to be granted to allow the project to move forward. The Buy America waivers have been approved by Alstom leadership and

staff are working with Alstom, NS, and the FRA to draft the waiver documentation and submit them.

- c) **Bath NY Forward** – Johnson provided an update regarding NY Forward project applications. The call for projects is now over and 13 submissions have been received by the planning committee.

VII. Adjournment: Alger made a motion to adjourn the meeting at 3:55 pm, which was seconded by Fitzpatrick. All voted in favor and the motion passed.

Respectfully submitted,
Mike Davidson
Secretary