

**Steuben County Industrial Development Agency
Board of Director's Meeting Minutes
September 25, 2025**

- I. Call To Order:** The Regular Meeting of the Steuben County Industrial Development Agency (IDA) was called to order at 12:03 pm by Chair Strobel, who confirmed that there was a quorum present.

Present:	Dean Strobel	Chairman
	Kelly Fitzpatrick	Vice Chair
	Mike Davidson	Secretary
	Michelle Caulfield	Member
	Mark Alger	Member
	James Johnson	Executive Director
	Jill Staats	Deputy Director (via Zoom)
	Matt Bull	Director of Community & Infrastructure Dev
	Russ Gaenzle	IDA Counsel

Absent:	Tony Russo	Treasurer
	Sarah Creath	Member

Guest:	Kam Keeley	Three Rivers Development
	Ryan Silva	NYS Economic Development Council (via Zoom)
	Monica McCullough	MM Development Advisors (via Zoom)

- II. Secretary's Report:** A motion to approve the August 28, 2025, meeting minutes as presented in the board packet was made by Alger and seconded by Caulfield. All voted in favor and the motion passed.
- III. Treasurer's Report:** Treasurer Russo was not in attendance, so Johnson provided a review of the monthly financials. He noted the rollover of CDs on the balance sheet. Regarding the statement of activity, Johnson noted that administrative income is expected to exceed expenses due to the Baron Wind payment, despite the loss of income from the postponement of Canisteo Wind. He also noted that interest income is a substantial revenue source this year because of the continued high interest rates but is expected to decrease in 2026. On the expense side, Johnson mentioned that there is a credit under postage because the machine was returned as the agency does not use as much postage as it used to. All other line items on the expense side are either in line or have been discussed at prior meetings. Alger made a motion to accept the financials as presented and Davidson seconded. All voted in favor and the motion passed.
- IV. New Business:**

- a) **NYSEDC Economic Blueprint** – Ryan Silva, the Executive Director of NYS Economic Development Council, provided an overview of the Blueprint for New York that NYSEDC sponsored in partnership with the Business Council of NY. The report was written to provide an analysis detailing the business climate in the state and provide recommendations on improvements.
- b) **MM Development Advisors Initial Resolution** – Bull provided an overview of the project which includes redevelopment of the former Curtiss School in Hammondsport into a commercial property with 24 apartments. MM Development Advisors is requesting all three IDA benefits for the \$9.7MM project. Monica McCullough, project manager, advised that the project will be using historic tax credits to make the project financially viable. In addition to the apartments, about 5,000 sq. ft. in the former auditorium will be used for non-residential space. The project owner is requesting \$100,000 in early sales tax benefit now to secure the roof before winter. Johnson noted that the PILOT will offer a 95% abatement in the first year to assist with cash flow but by year three will be in line with the agency's standard PILOT schedule. He also noted the fee will be deferred until full construction begins in March. Strobel made a motion to accept the application as presented. Alger seconded the motion, and all voted in favor. The motion passed.

V. Old Business:

- a) **Walgreens Final Resolution** – Johnson reminded members that Walgreens requested property tax assistance to help with cash flow while drug reimbursement rates stabilize. The public hearing was held as required, but no one attended. Johnson noted that the Village of Bath provided a resolution of support as required by municipal law for a good or service not otherwise found in the community. Davidson made a motion to approve the benefits as requested, and Alger seconded the motion. All voted in favor and the motion passed.
- b) **Route 54 Study Change Order** – Johnson reminded members of the Route 54 corridor study being conducted by McFarland Johnson to provide an environmental review of the area for future development. After a call with ownership of the Philips property, IDA staff discussed the need to take a deeper dive into the brownfield cleanup of the Philips property. Maps of the property showed several test wells scattered across the site, putting into question the ability to redevelop the entire property. McFarland Johnson advised the additional work would cost another \$10,000. Johnson noted the impact to the budget would only be \$5,800 because of funds currently in the account. Davidson motioned to approve the change order as presented, and Fitzpatrick seconded. All voted in favor and the motion passed.

VI. Project Updates:

- a) **Dana Lyon** – Construction is progressing well, however Providence is still working out an agreement between the YMCA and Save the Lyon for use of the commercial space.
- b) **Battery Show** – Johnson will be participating in the economic development kiosk with Joe Roman from Chemung County.
- c) **Small Business Roundtable** – A second discussion with small business owners will be held on October 8 in the Town of Erwin.
- d) **Manufacturing Exchange Series** – A new educational and networking series will be rolled out to manufacturers in Steuben and Chemung Counties in the coming months.

e) **Hornell Wastewater System** – A grant application was submitted through EFC.

f) **Park Grove Realty Project** – Planning meetings continue for this housing project in Erwin.

VII. Adjournment: Alger made a motion to adjourn the meeting at 12:51 pm, which was seconded by Fitzpatrick. All voted in favor and the motion passed.

Respectfully submitted,
Mike Davidson
Secretary