

Steuben County Industrial Development Agency
7234 Route 54N, P.O. Box 393, Bath, NY 14810
Meeting Minutes
February 26, 2026

I. Call to Order – The Regular Meeting of the Steuben County Industrial Development Agency was called to order at 12:09 pm by Vice Chair Fitzpatrick, who confirmed that there was a quorum present.

Present:	Kelly Fitzpatrick	Vice Chair
	Mike Davidson	Secretary
	Tony Russo	Treasurer
	Michelle Caulfield	Member
	Mark Alger	Member
	Sarah Creath	Member
	James Johnson	Executive Director
	Jill Staats	Deputy Director
	Matt Bull	Director of Community and Infrastructure Development
	Russ Gaenzle	IDA Counsel- Harris Beach Murtha
	Kelly Hortman	Administrative Assistant

Attended Remote: Dean Strobel Chair

Guests:	Terry McGarrity	LP Building Solutions (Zoom)
	Gregg Fuerstenberg	LP Building Solutions (Zoom)
	Joshua Ost	Laborer’s Local 785 (Zoom)
	Tim Crilly	Park Grove Realty
	Danielle Parks	Steuben County - County Clerk
	Judy Hunter	Steuben County – County Clerk

II. Oath – Board Members - Judy Hunter, County Clerk of Steuben County, administered the oath of office to renew members, Caulfield, Russo, and Fitzpatrick. A motion to approve the Oath of Office Resolution as presented in the Board Packet was made by Alger and seconded by Creath. All voted in favor and the motion passed.

III. Secretary’s Report – Davidson presented the January 2026, meeting minutes as presented in the board materials. A motion to approve the minutes was made by Alger and seconded by Russo. All voted in favor and the motion passed.

IV. Treasurer’s Report –

a) January Financials - Russo and Johnson reviewed the January 2026 Financial Position and Statement of Activity. Johnson noted there was an increase on the balance sheet in the escrow account of \$1.4 million due to PILOT payments being received. This account will decrease as PILOT payments are distributed to the taxing entities in March. Johnson also noted an adjustment of an interest payment to the Chemung Canal Savings in December of \$1782.96 that had not originally been posted. In addition, Russo reported that Chauncy Run LLC project made an escrow payment per the newly revised fee schedule. For income it was reported that the \$130,000 payment from Steuben County had been received. Davidson made a motion to accept the financial statements, which was seconded by Alger. All voted in favor and the motion passed.

b) Ratification of Five Star CD Renewals – Johnson presented two renewals of Five Star CDs that occurred in early February. Both accounts were renewed for a 6-month term at a rate of 3.35%. A motion to ratify the renewals as presented in the board packet was made by Alger and seconded by Creath. All voted in favor and the motion passed.

- c) **Ratification of Chemung Canal Renewal** – Johnson reported the Chemung Canal CDARS renewal during February for a 3-month term at 3.35%. A motion to approve the CDARS renewal was made by Alger and seconded by Creath. All voted in favor and the motion passed.
- d) **ST – 62 Sales Tax Recapture** – Johnson reviewed the ST-62 Sales Tax Recapture for 2025 form and reported that there was no sales tax recapture during the year. A motion to submit the form as presented in the board packet was made by Alger and seconded by Creath. All voted in favor and the motion passed.

V. **Committee Appointments** – Johnson advised members of their committee assignments as listed in the board packet, which were unchanged from 2025.

VI. **New Business:**

a) **2026 Policies** –

- I. **Ratification of IDA Policies** – Harris Beach Murtha completed their annual review of the Agency’s policies. Johnson reported that the only policy where a change was being recommended was to the Project Progress and Employment Verification Policy where language was added to clarify success toward project goals. Johnson reviewed the specific language change. All policies were reviewed and presented to the board by the Governance Committee for approval. A motion to approve the policy update as outlined in the board packet was made by Creath and seconded by Alger. All voted in favor and the motion passed
- II. The following appointments were presented: Ethics Officer (Alger), CFO (Johnson), Records Access Officer (Hortman) and Contracting Officer (Johnson). A motion to approve the appointments was made by Caulfield and seconded by Creath. All voted in the favor and the motion passed.

b) **LP Building Solutions Inducement** – Johnson presented the LP Solutions Expansion Project application that was included in the board packet. The project will expand the facility by just over 40,000 sq. ft. and will create 4 new jobs. Total project investment is expected to total \$17,000,000 with a projected benefit amount of \$16,500,000. The estimated sales tax savings is \$760,000. LP Representative Terry McGarrity noted the project will allow them to redesign the floor space for product storage and improve the company’s main production line. A motion to amend the existing PILOT to include the LP 2026 Expansion was made by Alger and seconded by Creath. All voted in favor and the motion passed.

c) **Crystal Pointe Apartments Inducement** – Johnson presented the Crystal Pointe Apartments application included in the board packet. Tim Crilly from Park Grove Realty was in attendance and presented additional information to the board. The project will consist of a 90-unit multifamily development in the Town of Erwin. The total project investment of \$30,345,290, with project benefiting an estimated 25,545,000. The project will add 2 jobs and has estimated PILOT benefit of \$1,323,244, an estimated sales tax benefit of \$809,760, and a mortgage tax benefit of \$287,500 for total savings of \$2,420,484. The estimated start date is April 2026 with a completion date of May 2028. A motion to approve the initial resolution as presented was made by Alger and seconded by Caulfield. All voted in favor and the motion passed.

VII. **Old Business:**

a) **Lakeview Lodging Associates PILOT Transfer:** East Lake Holdings (Best Western) is in the process of being sold to Lakeview Lodging Associates. A request was made by Lakeview Lodging to transfer the PILOT agreement under the same contractual terms and conditions. During the review of the request, it was determined that there had been a substantial increase in the property’s assessed value in 2025 resulting in the 2026 PILOT being underbilled. As a result, East Lake owes an additional \$29,346.79 due

to the reevaluation, which must be paid prior to the transfer of the PILOT benefit. A motion to transfer the PILOT agreement as presented in board packet was made by Alger and seconded by Russo. All voted in favor and the motion passed.

- b) **Finger Lakes Rail Riders:** Finger Lakes Rail Riders is operating under an early entry agreement which only allows for clearing and ongoing maintenance of the ROW with some temporary storage of equipment and facilities. It has been communicated that no further agreements will be established until all necessary permitting and approvals have been secured. The company has received approval from the Town of Bath and recently met with the Town of Urbana to discuss road crossings and review options to re-establish the crossing for rail use. During the discussions regarding road crossings, a neighboring property owner challenged the IDA's ownership of the crossing. Concerns over insurance liabilities have been raised by legal counsel and staff have concerns about ongoing management of the operation. The board elected to discuss the matter later in executive session because of liability related to ongoing ownership of the real estate should the IDA choose to proceed with an operating agreement with the company.
- c) **Gunlocke:** Johnson updated the board on the ongoing response to the Gunlocke closure in the town of Wayland. CCS Workforce held 3 sessions at the facility with the Department of Labor to assist employees with questions, benefits and future training/employment opportunities. A job fair is being planned to be held on site in early May and CSS and Department of Labor will continue to work/coordinate with Gunlocke's HR dept. Staff have also had early discussions with JLL, a global real estate firm, who has been selected as the broker for the sale. Johnson reported that the broker was part of the LP team when they selected Steuben County for their new facility.
- d) **Fagan Engineering Services Term Contract:** An application for the state's Power Up program to upgrade the electrical capacity at the Wayland Business Park is being prepared. The upgrades would cost nearly \$17M but would result in a capacity upgrade from 2 MW to 21 MW. The application requires specific mapping of the site and Johnson recommended entering into a contract with Fagan Engineers as presented in the board packet. Fagan has done significant work on the site already which will allow them to quickly prepare the maps. A motion to authorize signing the contract with Fagan Engineering Services according to the agency's Procurement Policy was made by Alger and seconded by Creath. All voted in favor and the motion passed.

VIII. Executive Session: Open Meetings Law -Article 7, Open Meeting Law, Section 105
Paragraph H – the proposed acquisition, sale or lease of real property or the proposed acquisition of securities, or sale or exchange of securities held by such public body, but only when publicity would substantially affect the value thereof.

A motion was made to go into Executive Session by Alger at 1:10 pm and seconded by Davidson. All voted in favor and the motion passed.

A motion was made to exit Executive Session at 1:32 pm by Alger and seconded by Creath. All voted in favor and the motion passed. No action was taken during executive session.

A motion to authorize submission of the Power Up application was made by Alger and seconded by Creath. A voted in favor and the motion passed.

IX. Adjournment – With no further business to discuss, a motion was made by Davidson to adjourn the meeting at 1:34 pm, seconded by Alger. All voted in favor and the motion passed.

Respectfully submitted,
Mike Davidson
Secretary