

**Steuben County Industrial Development Agency
Board of Director's Meeting Minutes
December 18, 2025**

- I. **Call To Order:** The Regular Meeting of the Steuben County Industrial Development Agency (IDA) was called to order at 12:20 pm by Kelly Fitzpatrick, Vice Chair, who noted that a quorum was present.

Present:	Kelly Fitzpatrick	Vice Chair
	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
Absent:	Dean Strobel	Chairman
	Tony Russo	Treasurer
	Mark Alger	Member
Guests:	Kamala Keeley	Three Rivers Development

- II. **Secretary's Report:** Davidson presented October 23, 2025, meeting minutes. A motion to approve them as presented in the board packet made by Caulfield and seconded by Creath. All voted in favor and the motion passed.

III. **Treasurer's Report:**

- a) **October/November 2025 Financials** - Johnson presented the October 2025 and November 2025 financials. Johnson also reviewed year end projections which estimate a \$300,000 surplus for the year. A motion to approve the financial statements as presented was made by Creath and seconded by Davidson. All voted in favor and the motion passed.
- b) **Audit Engagement** – Johnson reviewed the audit engagement letter from Kristie M. Beach for the 2026 financial audit. A motion to approve the one-year engagement as presented in the board packet was made by Davidson and seconded by Caulfield. All voted in favor and the motion passed.

IV. **New Business:**

- a) **Nomination of Officers** - 2026 nominations were discussed as recommended by the nominating committee and presented in the Board packet, no changes were made to those presented. A motion was made by Creath and seconded by Davidson to approve the director and officer nominations. All voted in favor and the motion passed.
- b) **Fee Policy** – Johnson reviewed the revised Fee Schedule as presented in the board packet. A paragraph was added to require renewable energy projects to pay the organization at application submission one-eighth of one percent of the total project costs to cover direct expenses incurred by the IDA. A motion to approve the revised Fee Schedule was made by Caulfield and seconded by Davidson. All voted in favor and the motion passed.

V. Old Business:

- a) **Rail Riders Site Access Agreement** - Johnson reviewed the revised Site Access Agreement with Finger Lakes Rail Riders. A new section was added to the agreement to allow the company to store equipment and other items on agency-approved areas of the track. This is necessary to support the company as they transition operations from Pen Yan to Bath and need to store existing equipment during the transition. A motion to approve the Site Access Agreement revision as presented in the board packet was made by Davidson and seconded by Caulfield. All voted in favor and the motion passed.
- b) **Prattsburgh Wind Update** – Johnson advised the Board that the Prattsburgh Wind project is on hold until at least 2027 due to an increase in equipment and material costs and increased labor costs.

VI. Project Updates/Other Updates –

- a) **CRISI Grant** – Johnson noted that the diesel-hybrid locomotive project with Alstom and NS is being re-evaluated by the Alstom and NS team. The FRA asked the team to revise the project scope by removing the battery component and focus on an all-diesel solution. Early estimates indicate the budget would double and Alstom would need 18 months to re-engineer the design. The project team asked for a 60-day extension to consider the request, which was supported by Congressman Langworthy.
- b) **Wayland Site** – Johnson discussed increased energy requirements for most projects and current limitations at the Wayland Industrial Park. The IDA has worked with NYSEG on a solution which would substantially increase the capacity at the site. Staff has met with the State regarding their new Power Up grant program and intends to submit an application that would help increase the power at the Wayland site from 2 MW to 21 MW.
- c) **Louisiana Pacific (LP) Project** – Johnson met with LP staff this week and advised that the Bath facility is performing well and is one of the best performing facility which has resulted in new opportunities which the staff at the facility will be exploring in 2026.

- d) **Pleasant Valley Winery** – Johnson advised that staff has been working with the family and the State to identify prospects which may be interested in purchasing the winery which is for sale because the owner’s health is failing.
- e) **Hornell St. James Hospital** – Johnson discussed that the abandoned former hospital is up for auction again starting at \$100,000 and does not have any bids at this time. Staff have been working with the City on a redevelopment strategy should the facility not sell.
- f) **Manufacturing Exchange** – Staff are working on a new educational and networking series for manufacturing companies in the greater Steuben-Chemung area. The first session will take place on January 9 and provide an economic overview from the federal, state, and local levels.

VII. **Adjournment:** Davidson made a motion to adjourn the meeting at 1:02 pm, which was seconded by Creath. All voted in favor and the motion passed.

Respectfully submitted,

Mike Davidson
Secretary