Steuben County Industrial Development Agency
Board of Director's Meeting Minutes
July 23, 2026

I. Call To Order: The Regular Meeting of the Steuben County Industrial Development Agency (IDA) was called to order at 12:02 pm by Chair Strobel, who confirmed that there was a quorum present.

Present:	Dean Strobel	Chairman
	Kelly Fitzpatrick	Vice Chair
	Mike Davidson	Secretary
	Sarah Creath	Member
	Mark Alger	Member
	James Johnson	Executive Director
	Jill Staats	Deputy Director
	Matt Bull	Director of Community & Infrastructure Dev
	Kelly Hortman	Administrative Assistant
	Russ Gaenzle	IDA Counsel
Guests:	Kamala Keeley	Three Rivers/Corning Incorporated
	Steven Nonkes	Harris Beach Murtha (via Zoom)
Absent:	Michelle Caulfield	Member
	Tony Russo	Treasurer

II. Secretary's Report – A motion to approve the June 25, 2026, meeting minutes, as presented in the Board Packet, was made by Alger and seconded by Fitzpatrick. All voted in favor, and the motion passed.

III. Treasurer's Report -

a) **Treasurer's Report:** Johnson presented the Treasurer's Report as included in the board packet. All categories are within budgeted amounts and there were no major concerns reported. A motion to approve the June 2026 financial statements, as presented, was made by Davidson and seconded by Alger. All voted in favor, and the motion passed.

b) **CD Renewal:** Johnson discussed two Certificates of Deposit (CDs) maturing on August 3, 2026, and August 10, 2026.
The CD maturing on August 3, 2026, valued at $1,676,534, was recommended by staff for renewal at the best interest rate available. A motion to approve the renewal was made by Fitzpatrick and seconded by Alger. All voted in favor, and the motion passed.
The CD maturing on August 10, 2026, with a balance of $1,288,757 will be allowed to mature and remain available to support the Wayland Power Up grant needs.

IV. New Business

a) **CPMCO Initial Resolution:** Johnson presented the Corning Property Management Company application and Initial Resolution as included in the board packet. CPMCO requests sales tax benefits to support the redevelopment of property recently purchased and property operated by the Corning Country Club. The proposed project includes the construction of a new driving range and practice facilities, including putting and short-game areas, as well as improvements to the country club grounds and clubhouse. The project will also revitalize the former Fun Park property to enhance the region's ability to attract outside tournaments and increase regional economic activity through higher visitor attendance and spending. IDA assistance can be granted under the tourism allowance, and staff have requested a market analysis from CPMCO to be presented before a final IDA determination is made. A motion to approve the CPMCO Application and Initial Resolution, as presented in the Board Packet, was made by Davidson and seconded by Alger. All voted in favor, with the exception of Creath, who abstained. The motion passed.

b) **Insurance RFP:** Staats reviewed the Insurance Request for Proposals (RFP) as presented in the Board Packet. The IDA will be seeking proposals from qualified insurance brokers. Discussion was held amongst the board and staff about the need for a firm that can provide personal support. Section A-5 of the Scope of Services will be revised to clarify that the selected broker will meet annually with IDA staff in person to discuss any recommended changes to insurance coverage. A motion to approve the Insurance RFP, with the noted revision to Section A-5, was made by Alger and seconded by Fitzpatrick. All members voted in favor, and the motion passed.

V. Old Business

a) **Shirley's Authorizing Resolution:** Johnson presented the Authorizing Resolution for the sale of a parcel of land to Shirley's of Bath. When the IDA purchased the Scudder property in the Town of Bath in 2023, it was discovered that a portion of Shirley's building encroached onto the property. To correct the property boundary, the IDA agreed to sell a 200-foot by 50-foot parcel to Shirley's of Bath. The Authorizing Resolution finalizes the transaction. A motion to approve the Authorizing Resolution was made by Fitzpatrick and seconded by Creath. All voted in favor, and the motion passed.

b) **Bonatrans Power Up Grant:** Johnson discussed the Wayland Business Park electric grid upgrade project, the Power Up Grant, and the NYSEG Letter of Intent, as presented in the Board Packet. NYSEG's preliminary cost estimate to complete the project has been reduced nearly 50% to $8,393,000.00 because it was determined portions of the original cost estimate had already been allocated to other investments along the line. These changes were reviewed by staff with NYSEG and presented to the State who have responded favorably. Staff continue to work with ESD to update the project schedule and payment agreement. To begin the engineering phase, NYSEG has requested an advance payment of approximately $1,090,000.00 from the IDA. Johnson explained that the advance is expected to be reimbursed at a rate of 90% upon final agreement with the State with the remaining 10% payment made at the end of the project. A motion to authorize the Executive Director to execute documents and make the initial payment of up to$1,090,000.00, pending legal review, was made by Davidson and seconded by Creath. All voted in favor, and the motion passed.

c) **Route 54 Study Update:** Staats provided an update on the Route 54 Project, the former Philips site. A Notice of Intent to Declare Lead Agency has been sent to all involved agencies, formally initiating the SEQRA review process. The review period is expected to take approximately 30 days. Staats noted that a resolution related to the project will be presented for Board consideration at the August Board meeting. Johnson noted that they have been meeting with the agency legal and engineering teams to develop a proposed redevelopment strategy to present to DEC and Signify in hopes of establishing a timeline for redevelopment to take place.

VI. Project/Policy Updates

a) **Curtiss School Renovation Project:** Bull reported that he attended the ribbon-cutting ceremony for the Curtiss School Renovation Project. He noted that the project has community support and is progressing well.
b) **Dana Lyon Apartments:** Johnson reported that staff attended a tour of the renovated building and apartments. Occupancy of the apartments is scheduled to begin on August 1, 2026.
c) **Park Grove Apartment Project:** Johnson provided an update on the Park Grove Apartment Project. Construction has begun on the site. Initially, there were concerns from nearby residents regarding truck access and the location of construction equipment. Through ongoing communication with the residents and project team, those concerns have been addressed, and the project is continuing to move forward as planned.
d) **CFA Updates:** Bull provided an update regarding CFA projects. There are currently six ongoing projects/applications the IDA is assisting with at some level.

VII. Executive Session

Pursuant to Article 7, Section 105(d) of the Open Meetings Law, regarding discussions of proposed, pending, or current litigation:
At 12:46 p.m., Alger made a motion to enter Executive Session, seconded by Creath. All voted in favor, and the motion passed.
At 1:11 p.m., Alger made a motion to exit Executive Session, seconded by Fitzpatrick. No action was taken.

VIII. Adjournment – With no further business to discuss, Alger made a motion to adjourn the meeting at 1:11 p.m., seconded by Creath. All voted in favor, and the meeting adjourned.

Respectfully submitted,
Mike Davidson
Secretary