

Allegany County Industrial Development Agency
MONTHLY MEETING

April 13, 2017

Crossroads Conference Center, Belmont, New York

OPENING REMARKS

- Chairman Johnsen called the board meeting to order at 10:07 AM.
- Present: Mike Johnsen, Rich Ewell, Randy Shayler and Judith Hopkins (10:30)
- Others Present: Craig Clark, IDA Executive Director, Kier Dirlam, Director of Planning; Cathleen Whitfield, IDA-CFO
- Guests: David DiTanna and Jeremy Smith, Buffamante-Whipple-Buttafaro, P.C.

BOARD MINUTES / SECRETARY'S REPORT

- A motion was made by R. Ewell, seconded by R. Shayler and carried to approve the 3/9//17 Board Meeting minutes with no comment or changes.

BWB ANNUAL REPORT REVIEW

- Chairman Johnsen introduced David DiTanna and Jeremy Smith who presented draft copies of the 2016 IDA Annual Financial Report. They gave an overview of the report and answered questions presented by board members. Upon review of the report, a motion was made by R. Ewell, seconded b R. Shayler and carried to accept the 2016 Annual Report.

TREASURER'S REPORT

- **Abstract** – A motion was made by R. Ewell, seconded by J. Hopkins and carried to accept the Abstract Report for the April expenses as presented for payment.
- **Treasurer's Report** – A motion was made by J. Hopkins, seconded by R. Ewell to accept the Banking Summary and Budget Reports for March.

MAINTENANCE REPORT

- C. Whitfield reported on the repairs to exterior lighting of the Crossroads and Office of the Aging/Veterans buildings. A new timer was purchased for the Crossroads building so exterior lighting is now turning on and off at designated times. Exterior halogen bulbs will be replaced with LED to cut down on electric costs.

OLD BUSINESS

- The Microtel tower contract was passed by the County Legislative Committees and will now be presented to the full board of legislators on 4/24/17 for approval. Towers should be installed by the end of July, 2017.

EXECUTIVE SESSION

- A motion was made by R. Ewell, seconded by J. Hopkins and carried to enter into Executive Session at 11:12 a.m. do discuss contracts.

REGULAR SESSION

- A motion was made by R. Ewell, seconded by R. Shayler and carried to return to Regular Session at 11:33 am.

UPDATES – DR. CRAIG CLARK

- Park-N-Ride – Engineering reports have been reviewed 100% and 90% of the DOT Engineering has been reviewed. Kheops Engineering will be on-site this week. Snow Hill, Inc. has been sent reports for review on their end. They will be maintaining the lawn and driveway. Project is slated to begin the bid process in May. Due to the County Federal Grant, the bid process will go through the County Legislature. The County has been repairing the Crossroads driveway and parking lot potholes with gravel.
- Alfred University Lawsuit – A contractor was injured on a project that the Allegany County Capital Resource Corporation holds title to through a Bond PILOT Agreement. Executive Director C. Clark has spoken with IDA/CRC legal counsel and they are investigating the event. AU attorneys have assured the IDA we are not involved.

GOOD OF THE ORDER

- Nothing to report.

CALENDAR

- **Next Meeting:** Thursday, May 11, 2017 @ 9AM
Crossroads Commerce Center, Belmont, NY
- Rich Ewell will be unable to attend the 5/11/17 meeting.

ADJOURNMENT

With there being no further business, a motion to adjourn at 11:40 a.m. was made by R. Shayler, seconded by R. Ewell and carried.

Respectfully submitted,

Cathleen L. Whitfield
Recording Secretary