

**ALLEGANY COUNTY INDUSTRIAL DEVELOPMENT AGENCY  
MONTHLY MEETING**

January 18, 2018

Crossroads Conference Center, Belmont, New York

**OPENING REMARKS**

- Chairman Johnsen called the board meeting to order at 9:04 AM.
- Present: Mike Johnsen, Rich Ewell, Randy Shayler, Judith Hopkins
- Others Present: Craig Clark, IDA Executive Director; Cathleen Whitfield, IDA-CFO; Debra Root, Allegany County Legislator

**BOARD MINUTES / SECRETARY'S REPORT**

- A motion was made by J. Hopkins, seconded by R. Shayler and carried to approve the December 12, 2017 Board Meeting minutes as presented.
- A motion was made by R. Shayler, seconded by R. Ewell and carried to approve the December 21, 2017 Special Board Meeting minutes as presented.

**TREASURER'S REPORT**

- **Abstract** – A motion was made by Rich Ewell, seconded by Randy Shayler and carried to accept the Abstract Report for the January expenses as presented for payment and the Banking Summary and Budget Reports for December.
- **IDA Bond** – No activity for the month of January.

**MAINTENANCE REPORT**

- Cathleen Whitfield, IDA-CFO reported that the building maintenance contractor makes his weekly inspections and finds both buildings to have minimal repairs. C. Whitfield asked him to investigate the truck stop to see if the electric meters are functioning correctly or if there is any exterior electric outlets that truckers may be accessing as the RG&E electric bill has nearly tripled over the past two months and prior billing has typically maintained the same over the past two years. Overall charge still small but worth checking regarding use.

**OLD BUSINESS**

- **P&D Meeting** – J. Hopkins commented on the presentation Craig Clark made to the P&D Committee yesterday (1/17/18) and again that evening at the Annual Planning Board Dinner. She remarked on how informative it was in getting the word out about how successfully things are going with Economic Development. Chairman Johnsen offered the IDA Board Members being present at future P&D Committee meetings as a show of support. Debra Root, Allegany County Legislator, suggested it would bring more knowledge to the people on what role the ACIDA plays. IDA Board Members will be present at the public meeting to be held Saturday, January 27<sup>th</sup> at the Crossroads Center from 2-4pm where the developers will present their Master Plan for the Crossroads hotel

project. It was suggested IDA Board Members also attend the P&D Committee meeting on February 21<sup>st</sup> at 2pm at the Legislative Chambers.

## NEW BUSINESS

- **ACIDA 2018 Board Appointments** – A motion was made by Chairman Johnsen and seconded by Rich Ewell to continue with the current slate of officers:
  - Chairman – Michael Johnsen
  - Vice-Chairman – Judith Hopkins
  - Treasurer – Richard Ewell
  - Secretary – Randy Shayler

**Motion passed 4-0.**

- **IDA Accountability Act Appointments for 2018** – For compliance with the New York State Comptroller’s Office and PARIS (Public Authorities Reporting Information System) a motion was made by Chairman Johnsen and seconded by Judy Hopkins for the appointments to continue as follows:
  - **Governance Committee**: Full IDA Board Member Representation
  - **Audit Committee**: Full IDA Board Member Representation
  - **Chief Executive Officer**: Craig Clark
  - **Chief Financial Officer**: Cathleen Whitfield

**Motion passed 4-0.**

## EXECUTIVE SESSION

- A motion was made by R. Ewell, seconded by J. Hopkins and carried to enter into Executive Session at 9:20 a.m. to discuss contracts.
- A motion was made by J. Hopkins, seconded by R. Ewell and carried to return to Regular Session at 10:02 a.m.

## NEW BUSINESS

- **PM Research** - A Resolution was requested to hold a Public Hearing regarding the PILOT Application received by PM Research. A motion was made by R. Ewell and seconded by R. Shayler to hold the Public Hearing on February 22, 2018 at 10a.m. at the Wellsville David A. Howe Public Library Auditorium. **Motion passed 4-0.**
- **IDA Line of Credit** – There was discussion regarding the necessity for the Agency to have a line of credit. Executive Director Clark approached First Citizen’s National Bank and was told the IDA could only have a line of credit if the IDA transferred the Crossroads and OFA/Veteran buildings current mortgages to their bank. Dr. Clark will pursue a meeting with Gretchen Copella at Community Bank. **A motion to pursue a Line of Credit of \$50,000 and have Craig Clark and Richard Ewell as signatories was made by Chairman Johnsen, seconded by Judith Hopkins and carried 4-0.**
- **IDA Board Member Vacancy** – Skip Wilday, who resides on Cuba Lake, is employed by Morgan Stanley. A request was made by Morgan Stanley for a letter from the ACIDA noting there was no conflict of interest in Mr. Wilday being a Board Member while

affiliated with Morgan Stanley. Craig Clark noted that the IDA would typically only be doing business with Morgan Stanley if there was bond activity. The appointment still needs full legislative approval and Craig Clark has had a conversation with Curt Crandall, County Legislative Chairman. There was also interest expressed by Doug Frank to become an IDA Board Member.

- GE/Lufkin Building Transfer to IDA – There was discussion on the necessity of the IDA purchasing Title Insurance on the building while leasing it to PM Research. The original fee was \$7,181 based on the current county assessment. Craig Clark conferred with legal and the fee could be reduced to \$4,000 to reflect an assessment of \$1 million. It was noted there have probably been multiple title searches conducted on the land by the corporate owners and the IDA Board feels there is a clean title and there was full consensus there was no need to purchase title insurance.

#### **UPDATES – IDA EXECUTIVE DIRECTOR DR. CRAIG CLARK**

- Crossroads Water Line – The engineers are at the last stages and ready to move forward and will be going to bid. The next order of business is for the County to look at insurance needs. R. Ewell asked who would own the water line. Craig Clark noted the IDA Transportation Company will be the owner. R. Shayler asked who would be securing the right-away. There are only six easements required with majority of the project in the highway right away. Craig Clark will bring additional information back to the board before the project begins. There was discussion regarding the Transportation Corporation, who is represented by the current IDA Board, and water rates. Chairman Johnsen commented he would like to hear back from legal regarding our contract agreements with the County, IDA and Transportation Corporation on the project and the relations of the boards. It was suggested that Dan Spitzer attend the next board meeting to clarify.

#### **GOOD OF THE ORDER**

- Debra Root thanked the Board for letting her join the meeting today.

#### **CALENDAR**

- **Next Meeting:** February 8, 2018 @ 9AM  
Crossroads Commerce Center, Belmont, NY

#### **ADJOURNMENT**

With there being no further business, a motion to adjourn at 10:40 a.m. was made by J. Hopkins, seconded by R. Shayler and carried.

Respectfully submitted,

Cathleen L. Whitfield  
Recording Secretary