

Allegany County Industrial Development Agency
MONTHLY MEETING
November 8, 2018
Crossroads Conference Center, Belmont, New York

OPENING REMARKS

- Chairman Johnsen called the board meeting to order at 9:07 AM.
- Present: Mike Johnsen, Judith Hopkins, Skip Wilday, Doug Frank, Randy Shayler
- Excused: Rich Ewell
- Other's Present: Dr. Craig Clark, IDA Executive Director; Angela McKay, Assistant Director of Economic Development & Planning; Cathleen Whitfield, IDA-CFO; Kier Dirlam, Planning Director

BOARD MINUTES / SECRETARY'S REPORT

- A motion was made by J. Hopkins, seconded by D. Frank and carried, with no comment or changes, to approve the October 11, 2018 Board Meeting minutes.

TREASURER'S REPORT

- **Abstract** – A motion was made by Chairman Johnsen, seconded by D. Frank and carried to accept and approve the Financial Summaries and Abstract Report for the November expenses as presented for payment.
- **Bond Invoices** – A motion was made by Chairman Johnsen, seconded by J. Hopkins and carried to approve the presented bond invoices for payment.

MAINTENANCE REPORT

- C. Clark reported that ISAAC HVACR was in-house for their annual preventative maintenance on the heating systems for both buildings. The Crossroads building has one fan motor that needs replacing in the attic.
- Both buildings were power washed late October.

OLD BUSINESS

- **Park-n-Ride** – Kier Dirlam reported there were a series of meetings last week with County officials, NYSDOT and Ardent Solutions to wrap up the project. Not all the paperwork had been completed. The contractor has been paid, however, the County has not been reimbursed. The Park-n-Ride lot was visited and reviewed with agreement that the lot is much improved, however, not perfect. The DOT noted the project was constructed as a Park-n-Ride but there is no signage or advertisement as such. The DOT is requesting that signage be on I-86 and State Route 19 but with the mandates of only one sign allowed at I-86 exit, they will put the sign on the off-ramp. Six to eight signs with additional trail signs will cost approximately \$5,000 for Route 19. There will also be directional signs for both buildings to encourage Park-n-Ride vehicles. The charging stations for electric cars have not been installed as well. The work for signs and electric car charging stations will go to bid and information will be in the bid to meet insurance

requirements. There are 32 county buses that pass through the lot during the course of a day. Chairman Johnsen asked if the buses go outside the county and, yes, they transport to Hornell and Olean. The bus shelter is proposed to be constructed with next year's grant funds as they had to use the 2018 grant funds earmarked for bus shelter towards the additional blacktop costs.

Ardent is going to build into its annual grant funding for re-striping, crack sealing and proposing to re-pay the County towards the mowing and plowing expense. There is a schedule for when the blacktop maintenance will take place. The striping should hold for 2-3 years, but the lot was supposed to get two coats and only received one. The County DPW and County Administrator made agreements to accept the contract as is and the final paper work was signed last Friday. It was agreed by the County that the initial funding the IDA was asked to contribute towards the land appraisal difference will no longer be required. The County signed a 25 year lease (1/1/16–12/31/40) with the IDA for the Park-n-Ride project, which required the additional driveway and lawn. Due to this the IDA has had additional expense for the mowing and plowing which was an expansion for the County, not the IDA. The County is currently being billed for a share of this expense. There has been conversation with the County Attorney and the lease agreement will be re-visited for clarification on who is responsible for what expense. The IDA Board recommended we re-engage with the County Attorney and discuss revising the lease. J. Hopkins asked how long before lease agreement could be revisited. C. Clark responded he hoped before year-end. Chairman Johnsen suggested another option is for the additional costs to be part of the OFA/Veteran's lease and we will discuss the best option. C. Clark thanked K. Dirlam for attending the Park-n-Ride meetings in his absence.

NEW BUSINESS

- Site Selectors – C. Clark distributed packets of the Site Selectors summary and recommendations. We discussed using part of the Site Selectors report for the Comprehensive Plan. The site selectors have visited potential sites, reviewed demographics and written their final recommendations regarding next steps for bringing companies into the county. Some notations were that Call Centers are going back to small communities because the cost of labor is less and they liked the fact Allegany County does not have an accent. We have continued to speak with Alfred University about ceramics and noted we will not publish all of the report findings but use them in next steps.
- Sexual Harassment Law – There was discussion regarding New York State passing a new law requiring all IDA agencies to provide Sexual Harassment Training for board members and staff. A policy will need to be approved by 1/1/19 and members will have one year to complete the approved on-line course.

UPDATES – CRAIG CLARK

- PILOTS – It is requested by the State Comptroller's Office that our clients with PILOT Agreements attest they are keeping their commitment to the agreement. Chairman Johnsen asked for a spreadsheet on all the current PILOT's; when they started, project

requirements, taxes paid and end date of PILOT. This will become part of the Annual Report for the board to review.

- Waterline – A meeting was held with the Town of Friendship regarding the contract for water. They were not pleased as to how they were previously informed in 2015 how a water tank was not in the current version of the waterline construction. After some discussion the town appeared to understand. The water tank is not needed at this point with the one hotel, fueling station and restaurant. In the future with further development there may be need for a water tank. A revised water contract should be available soon to review. Chairman Johnsen asked who would be billing the customers. C. Clark commented that we have discussed with Friendship that they will be doing the billing and collections. The issue is we may have to help with collections if delinquent payments. The Allegany Crossroads Utility Corporation (legal name for the Transportation Corporation) will not be responsible for the billing. There was discussion with the town over the concern with dissipation of chlorine and a chlorine booster system will be put in plans that may or may not be needed.
- Crossroads Development – C. Clark will be meeting with developers to discuss timeline. There was discussion regarding not having the hotel meeting/conference space to cut down on costs. C. Clark will broach the subject with developers. It was noted that it is possible that the meeting space is tied to hotel revenue and may be part of the plans that the developer will not want to cut.

GOOD OF THE ORDER

- None.

CALENDAR

- **Next Meeting:** Thursday, December 13, 2018 @ 9:00 AM
Crossroads Commerce Center, Belmont, NY

ADJOURNMENT

With no further business, a motion to adjourn at 10:00 a.m. was made by M. Johnsen, seconded by R. Shayler and carried.

Respectfully submitted,

Cathleen Whitfield
Recording Secretary