

Allegany County Industrial Development Agency
MONTHLY MEETING

June 13, 2019

Crossroads Conference Center, Belmont, New York

OPENING REMARKS

- Chairman Ewell called the board meeting to order at 9:01 AM.
- Present: Rich Ewell, Judith Hopkins, Skip Wilday, Doug Frank and Randy Shayler
- Excused: Mike Johnsen
- Other's Present: Craig Clark, IDA Executive Director; Cathleen Whitfield, IDA-CFO; Angela McKay, Assistant Director of Economic Development & Planning; Kier Dirlam, Director of Planning

BOARD MINUTES / SECRETARY'S REPORT

- A motion was made by R. Shayler, seconded by D. Frank and carried, to approve the May 14, 2019 Board Meeting minutes.

TREASURER'S REPORT

- **Abstract** – A motion was made by J. Hopkins, seconded by S. Wilday and carried to accept and approve the Abstract Report for the June 2019 expenses as presented for payment.
- **Financial Summaries** – A motion was made by J. Hopkins, seconded by S. Wilday and carried to accept and approve the Financial Summaries as presented.
- **Bond Invoices** – No invoices to approve.

MAINTENANCE REPORT

- C. Whitfield reported that the Building Maintenance Contractor has been working on replacing motors in the attic fans as two were not functioning. He discovered roof leaks in the attic and has patched and sealed all leaks discovered to-date. C. Whitfield to contact Snowhill regarding mowing around the bunker area and mulching the grounds.

NEW BUSINESS

- **NYS Senate Info Request to IDA's** – Executive Director Clark reported a letter was received from Ryan Silva, NYSEDC Executive Director, requesting all 109 IDA's to provide information from their PARIS websites and additional documentation that needs to be posted on IDA websites. Attorney's Phillips & Lye sent a template to IDA's on how to report. C. Clark and C. Whitfield to complete request and email back. Chairman Ewell requested a separate email be sent to him when completed.
- **NYSDOT Invoice** – An invoice was received from the NYSDOT with a \$24,000 charge for the Industrial Access Program. C. Clark reported after investigation it was determined it belonged to Sugar Hill. Danny Spitzer will respond.

OLD BUSINESS

- PILOT Application – C. Clark reported he is meeting with Brad Whitford at 2pm today regarding the K-Mart Plaza. All other Plaza matters remain status quo. He will have more to discuss at the next board meeting in July.
- Crossroads Development – C. Clark reported there is a potential developer for the Truck Stop property. He will send proposal to board members when received and he anticipates receiving it within a month. Chairman Ewell asked board members if anyone had an issue with a gas/fueling station at the site, which will have access from State Route 19 and County Road 20. C. Clark said it will increase travel to the hotel and the IDA owns an additional 18 acres so it shouldn't be an issue for the hotel. J. Hopkins commented the activity will be positive for area residents. Chairman Ewell discussed the payment plan for the bond and the decision to borrow an additional \$1 Million from the County. The Board also discussed the potential for a Service Agreement with the County. J. Hopkins commented the Board of Legislature realizes the importance of the area being "site-ready" and part of the delay has been waiting for the water contract to be in place to see costs and decide how much to increase the current bond.
- PILOT Checklist Update – Angela McKay changed some of the language and added two bullet points and made it a fillable form. It will be put on the website.
- CFA Micro-Enterprise Grant – C. Clark reported the County has to be the grantee and they will have a Public Hearing and do a resolution authorizing the IDA to administer the grant. Grants will be up to \$35,000 in funding to startup businesses who will complete training and have a business plan to be eligible. The grant funding can be for an existing company with five or fewer employees with the option to increase staff within two years or business expansions. The company will need to upfront 10% of the cost. We should receive notification of the grant award in December and funding would begin in May, 2020. There is no match required and the IDA Board will approve the applications. There was question as to who would perform the business training. There is the option of ACCORD or Incubator Works. Preparing the business plan will be part of the training process. **There was a Resolution request motion by S. Wilday, seconded by D. Frank and carried that the ACIDA will administer the grant funding when received.**
- Old Belmont School Parking Lot – Chairman Ewell reported the IDA's insurance policy that covers the Truck Stop, Friendship property and Belmont School Parking Lot is a General Liability Policy only. It began when the parking lot was purchased. ACCORD is currently using the parking lot for their staff and the County uses it for Jury parking at no cost. The Insurance Company did a loss control visit with C. Clark and a report came back stating it was mandatory that the pot holes be repaired as soon as possible. C. Clark stated he will have it taken care of. Chairman Ewell requested pictures be sent to him when completed. There was discussion regarding selling the parking lot as it was purchased to protect it for any future development at the former school. C. Whitfield to contact ACCORD regarding who owns the house where their office is located. C. Clark to discuss possible purchase by the County.

UPDATES – CRAIG CLARK, EXECUTIVE DIRECTOR

- Angel Fund – C. Clark reported he spent two days with Steve Marcil who has a list of interested parties and they have 7 of 20 units needed to startup. R. Shayler asked what the participation of Allegany County is versus other counties. C. Clark stated 6 of 7 are Allegany County.
- Snowplowing Contract – C. Clark reported Allegany County has agreed to do the plowing, sealing and striping of the parking lot and maintain the lights and sidewalks. The county expended funds will then be reimbursed as an extension of the grant that originally paved the lot. Effective date to be determined.

GOOD OF THE ORDER

- None.

CALENDAR

- **Next Meeting:** Thursday, July 11, 2019 @ 9:00 AM
Crossroads Commerce Center, Belmont, NY

ADJOURNMENT

With no further business, a motion to adjourn at 9:42 a.m. was made by S. Wilday, seconded by R. Shayler and carried.

Respectfully submitted,

Cathleen Whitfield
Recording Secretary