

**COUNTY OF CATTARAUGUS
INDUSTRIAL DEVELOPMENT AGENCY**

BOARD MEETING MINUTES

**Tuesday, December 5, 2017
CCIDA Offices
9 E. Washington Street, Ellicottville, NY
11:15 a.m.**

Roll Call: -Taken-

Members

Present:

Mr. Thomas Buffamante - Chairman
Mr. Joseph Higgins
Mr. Brent Driscoll
Mr. Greg Fitzpatrick
Mr. Michael Wimer
Mr. Joe Snyder

Excused:

Mr. Vergilio Giardini

CCIDA Staff:

Mr. Corey R. Wiktor, Executive Director
Mr. George Cregg, Jr., CCIDA Legal Counsel

Presenters/Guests:

Rick Miller – *Olean Times Herald, Newspaper*
John Thomas – *The Villager, Newspaper*

Crystal Abers – *Cattaraugus County Economic Dev. Planning & Tourism*

Chairman Thomas Buffamante called the meeting to order at 11:20 a.m.

A roll call of the Board of Directors of the CCIDA was taken; Mr. Giardini was excused due to prior business commitments.

APPROVAL OF MINUTES:

A Motion was made by Brent Driscoll, with a second by Michael Wimer to accept the October 24, 2017 CCIDA Board Meeting Minutes as presented to the CCIDA Board. **Motion Carried**

***CCIDA Active Project Update:**

-Six Smiths Properties, LLC.

Six Smith Properties, LLC. submitted a Sale Leaseback Application to the County of Cattaraugus Industrial Development Agency (CCIDA) on June 6, 2017 to consider their application for the complete renovation of two (2) buildings in the Village of Randolph, New York. Mr. Reid Smith, resident of Randolph is looking to undertake this proposed development in the Historic Village of Randolph.

The initial projects calls for stabilization of the buildings, build outs to include a Laundromat, and mixed use commercial space. Located upstairs of the buildings, will be new apartments, offering a desired option for people looking to live in the Village. Our help will allow the developer to invest and reclaim two very significant buildings in the Village, which will not only add housing (rental), which is needed, but will also increase sales tax and real property tax in the City/County.

Minor work, clean up and some renovations have been started on this project. We are happy to report; the IDA should be closing on the inducements within a couple of weeks. Mr. Smith is committed to using local contractors and suppliers for purposes of this key renovation project.

This is a very exciting adaptive reuse project to be taking place in Randolph, NY. The project developer is looking to hire 4-5 local tradesmen to work with him on the renovation of these two buildings and he will be using local retailers within Chautauqua and Cattaraugus Counties for all his appliance needs. Mr. Wiktor stated that both buildings have been vacant for a considerable amount of time and with the adaptive reuse program that we offer it will be a good start on the revitalization of the Village of Randolph, NY. Mr. Smith has also reached out to the Randolph School in regards to teacher housing that he will have available right in the Village of Randolph.

Total project cost/investment is roughly \$300,000.

FINANCIAL REPORT:

A **Motion** was made by Joseph Higgins seconded by Brent Driscoll to accept the October and November 2017 financial statements as prepared. **Motion - Carried**

October & November Income: Income for the months of October and November 2017 was received from the following: Olean Gateway, LLC \$15,000 Admin. Fee for Project Closing, Win Sum Ski Corp. \$14,998 for Sales Tax Letters relating to current project, and CCCRC to the CCIDA \$5,000 from Admin. Service Agreement for services billed to the CRC. **This equals to a total income for the months of October/November of \$34,998.00**

A Motion was made by Joseph Higgins, seconded by Michael Wimer to make **final approval** of the 2018 CCIDA Budget as prepared. **Motion - Carried**

We currently have two (3) projects in the closing stages (Solar projects, Six Smith's & HoliMont) If all of these close it would put the CCIDA in the black for the year. We also anticipate one or two new applications to be submitted to the CCIDA in the first quarter of 2018.

Mr. Wiktor also mentioned that we have been working on getting the Engagement Letter from RA Mercer for the 2017 CCIDA/CCCRC Audit to be done in February 2018 and presented to the CCIDA Board in March 2018.

***Executive Directors Report:**

-Internal (IDA Meetings/Discussions):

- ✓ Mr. Joseph Higgins wanted to mention that a huge amount of work went into the brochure that was done by Crystal Abers and her staff within the Economic Development Department in regards to the Allegany River Valley Trail. Mr. Higgins stated that he can't thank Crystals department enough for the excellent job that they did for him in updating and completing this task for him, when he didn't know where he should start to get this brochure done.
- ✓ Mr. Wiktor mentioned that Holiday Valley is celebrating their 60 year anniversary on January 7, 2018. This is a major milestone for them to achieve and they have done an excellent job in continuing to reinvest in their facility.
- ✓ Recently submitted a property site requests from Invest Buffalo Niagara, in relation to ***Project Lesson, Project & Land Slide***. We hope to be conducting personal meetings and further tours in the coming weeks.
- ✓ Continued discussions with a Canadian manufacturer in regards to setting up shop here in Cattaraugus County. I have also met with the firm's realtor to discuss land options within the County. We hope to hear more on this over the next several weeks.

- ✓ Met with a local development firm who is in the early stages of putting together a very large and significant development project in the Ellicottville area. Future meetings have already been set up.
- ✓ Contacted 10 manufacturers and businesses over the past few weeks to set up meetings before the Holidays. Looking to start lining up various proposed projects and possible development for 2018. Will be staying proactive on this!
- ✓ Met with a Buffalo area manufacturing company who is in the early stages of exploring a possible location in Cattaraugus County. I have a follow up meeting set for mid-December. This could be a great project for the County.
- ✓ Looking to set up an “*Angel Fund*”, for purposes of offsetting costs of the creation at set up of business plans. There is a great need for this type of professional service for our startups looking to do and complete an encompassing business plan.
- ✓ *Advanced Business Service Group*: Met and discussed with **Invest Buffalo Niagara** in regards to a report that they are putting out relating to area workforce and demographic information specifically for Cattaraugus County. Report will be issued by year end.
- ✓ Continued meeting and discussion with Kevin Hay’s from Savarino Development in regards to the possible redevelopment of the Manny-Hanny Building in Olean.
- ✓ YEA! Kickoff on October 25th at OBD. The first class of YEA! Is underway. We are happy to announce and to be a financial sponsor to this new endeavor within Cattaraugus County.
- ✓ Met with Mark Storch with Arcadia Energy in regards to the potential of a few Cattaraugus County manufacturers developing Micro Grids at their facilities.
- ✓ Property tour in the Village of Cattaraugus in regards to the IDA conveying a parcel of land to the Village for the construction of their new Senior Center.
- ✓ Attended the Cattaraugus County Economic Development Team Meetings.
- ✓ Had a meeting with Tony Kuridzel from TM Montante Development to discuss potential development projects within Cattaraugus County.
- ✓ Attended Olean Business Development Corp. meetings.
- ✓ Met with Horace Goia in regards to a possible development deal within Cattaraugus County on Nov. 30th.
- ✓ Met with a local “”commercial project” developer to review and complete an application for the IDA to consider. Proposing to be on future IDA Board meeting Agenda (Hopefully January).

Mr. Wiktor stated that we should be having an application in before year end and would like to ask the Board if they would be opposed to scheduling a meeting in January to review this application. Mr. Wiktor was concerned that he would like to schedule the public hearing prior to the February 1st CCIDA Board meeting. All Board members were in agreement that if it is necessary they would not be opposed to having a meeting in January

-External (Points of Interest relating to the CCIDA):

- ✓ **2017-CCIDA Year In Review:** Corey has prepared the final year in review report to submit to the Board of Directors. The report details many of the highlights and projects that the CCIDA was involved with in 2017. *Corey reviewed the report in full during the meeting.* Corey also prepared a 6 (six) month year in review for the Cattaraugus County Legislature earlier this year to keep the Legislature up to date with what is happening at the IDA.
- ✓ **Unemployment Rate Update:** This report shows the ranking by Counties in regards to unemployment rate, as of October 2017. Cattaraugus County has reduced its unemployment rate from one year ago.
- ✓ **Minor County Employment:** Data for Cattaraugus County - A snapshot report prepared by NYSDOL in regards to the total employment by sector in Cattaraugus County.
- ✓ **New York State Department of Labor Report:** Statistics reported by the NYS Department of Labor. Further detailed information relating to employment projections for future years, via industry in Cattaraugus County.
- ✓ **Discussion on Recent Article in the OTH:** *“Cattaraugus County job stats steady analyst says”*. Report and presentation by John Slenker to the Cattaraugus County Legislature on overall employment numbers.
- ✓ **Cattaraugus-Allegany Workforce Development Board: Local Plan.** A plan that is in the “DRAFT” phase. Please see www.cawfny.com to view the complete draft report. This report is also being put together in conjunction with the NYSDOL. The targeted years for the plan are from 2017 through 2021.
- ✓ **iEvolue Technologies:** We are happy to report, a contract was signed for the creation of a new economic development website, to include a social media platform as well as a site/building directory. The CCIDA Board approved the expenditure of \$5,000 and the billing came in at \$4,800 to date. Full Marketing update to be given as well relating to some of the ideas and thrusts that have been discussed. Mr. Joe Snyder and Corey Wiktor have dedicated a considerable amount of time to this effort to keep up with the ever evolving new technology, which will include facebook etc.. Mr. Wiktor has been sending at least two (2) hours per week the past 5 weeks at the iEvolue Technologies office to go over specific points with them. Mr. Wiktor stated that he needs to do a lot better in the social media aspect of his job to get the word out there in regards to the CCIDA.
- ✓ **2017 Regional Economic Development Council Awards:** Latest round of CFA Funding, award presentation on December 13th at 11:00 AM in Albany.
- ✓ **Buffalo Business First Article:** November 14, 2017 *“Olean General hopes to offset losses through merger”*.
- ✓ **Buffalo Business First Article:** November 15, 2017 *“Olean General files plans for senior inpatient psych unit”*.
- ✓ **Billings Sheet Metal Inc.:** Monthly market bulletin by Billings Sheet Metal Inc.
- ✓ **US Census :** *“US Census Report Highlights Small Manufacturers Big Role in the US Economy”*. A very compelling and germane article on the role that small niche manufactures play in the overall economy.
- ✓ **The Buffalo News:** November 25, 2017 *“Area manufacturers gird for ‘gray tsunami’ of retirements. Opportunity or threat? Workforce and human capital will be needed with the amount of current employees that will be retiring in the next several years.*
- ✓ **Olean Times Herald Article:** November 25, 2017 By: Rick Miller *“This is looking like a record year for county bed taxes”*. Good news!
- ✓ **Governing.com:** *“Deep in the Desert, an Experiment in Economic Development”*. Interesting article in regards to rural economic development success stories. Something we can learn from!

- ✓ **Greater Olean Area Chamber of Commerce LOUIE Dinner:** November 2, 2017 Annual Dinner presenting the LOUIE Award that included two past IDA projects. **Good Times of Olean Event Center & MJ Painting Contractor Corp.**
This is very exciting news and the CCIDA is very proud of both of these Projects.
- ✓ **Olean Times Herald Article:** *“Permit issued for Marshall’s space at former K-Mart Store”*. Good news to the site of the former K-Mart.
- ✓ **Business First Article:** *“Core Strength”*. 2017 Review of the Core Development piece. Discussion on Cattaraugus County’s projects and investments.
- ✓ **Journey’s End:** *“2015-2016 Annual Report”*. A group that we will be discussing further, to help address our population slides within the County. Mr. Wiktor discussed this wonderful program that he and his wife are involved in. These are family structures that are looking for full time employment in the United States and ultimately to live the American Dream. These participants in this program have a very good work ethic and are willing to do anything to make their dream a reality.
- ✓ **Ellicott Development:** Holiday Cocktail Party – December 13, 2017 at the Ellicott Square Building.

***Executive Session:**

A **Motion** was made by Brent Driscoll, seconded by Michael Wimer to go into Executive Session to discuss a matter of personnel as well as a topic of property acquisition/disposition–
Motion Carried

A **Motion** was made by Brent Driscoll, seconded by Michael Wimer to return from Executive Session back into the CCIDA Board Meeting at 1:01 p.m. - **Motion Carried**

A **Motion** was made by Thomas Buffamante, seconded by Brent Driscoll to have Corey Wiktor engage with George Cregg, Jr. and to schedule meetings to pursue alternatives and to investigate the potential for acquisition of an Industrial site in Olean area. All Board Members in Favor –
Motion Carried

A **Motion** was made by Thomas Buffamante, seconded by Brent Driscoll to approve a salary increase for Corey Wiktor to \$98,000 for the calendar year of 2018. All Board Members in Favor – **Motion Carried**

A **Motion** was made by Thomas Buffamante, seconded by Brent Driscoll to direct Corey Wiktor to make a salary adjustment for Sandy Andrews to \$45,166 for calendar year of 2018. All Board Members in Favor – **Motion Carried**

ADJOURNMENT:

A **Motion** to adjourn the CCIDA Board Meeting was made by Brent Driscoll seconded by Gregory Fitzpatrick at 1:08 p.m. **Motion-Carried.**

***The next CCIDA Special Board of Directors meeting: Thursday, February 1, 2018 at 10:00 a.m. at the CCIDA Office in Ellicottville, NY**
Please note this will be the Hodgson/Russ ski day at HoliMont Inc.