

**COUNTY OF CATTARAUGUS
INDUSTRIAL DEVELOPMENT AGENCY**

BOARD MEETING MINUTES

**February 2, 2021
CCIDA Offices
Ellicottville, New York
11:15 a.m.**

*** Please note this Board Meeting was conducted via Teleconference due to the Covid-19 Restrictions placed by N.Y.S. ***

Roll Call: -Taken-

**Members
Present:**

Mr. Thomas Buffamante - Chairman
Mr. Joseph Higgins
Mr. Michael Wimer
Ms. Ginger Schroder
Mr. James Snyder
Mr. Brent Driscoll

Excused:

Mr. John Stahley

CCIDA Staff/Counsel:

Mr. Corey R. Wiktor, Executive Director CCIDA

Mr. George Cregg, Jr. – Legal Counsel, Hodgson Russ
Mr. Christopher Canada - Legal Counsel, Hodgson Russ
Ms. Nadene Zeigler, Esq. - Legal Counsel, Hodgson Russ

Presenters/Guests (Teleconference):

Ms. Crystal Abers – *Catt. County Economic Dev. Planning & Tourism*

Mr. Rick Miller – *Olean Times Herald*

Mr. James Bedrin II – *Dimension Renewable Energy* & General Counsel for Developer

Chairman, Thomas Buffamante called the meeting to order at 11:16 a.m.

A roll call of the Board of Directors of the CCIDA was taken Mr. Buffamante, Mr. Higgins, Mr. Wimer and Ms. Schroder, Mr. Driscoll and Mr. Snyder were present. Mr. Stahley was excused.

APPROVAL OF MINUTES:

A Motion was made by James Snyder with a second by Joseph Higgins to accept the January 8, 2021 CCIDA Board Minutes as prepared. **Motion Carried**

New Application/Project

-Otto CSG 1, LLC:

Dimension Energy out of Atlanta, Georgia is proposing to construct a 5.0 MW Community Solar Installation in the Town of Otto. The proposed project is located at 9350 Dunkleman Hill Road in the Town of Otto, Cattaraugus County. **The Town of Otto did include a letter of support to the IDA Board.** Project maps and additional project information were included within in Board packet for your review.

-Total project cost/investment of: \$8,500,000 (+,-).

Mr. Wiktor stated that this project is a Community Based proposed Solar Project located in the Town of Otto. Corey has also spoken to the Town Supervisor and to the Town Board as well in regards to this proposed project. The Project name is Otto CSG 1, LLC, this project footprint is approximately 33 acres in size. This parcel already gone through the SEQR Process with the Town of Otto acting as Lead Agency. Mr. Wiktor stated that the Negative Declaration was completed back in December 2020. Mr. James Bedrin II who is the Project Development Manager from Dimension Energy was on the conference call to answer any questions the CCIDA Board may have in regards to this particular project. At the current time Dimension Energy has approximately 600 MW of projects in the works with most of them being in New York State. Mr. Bedrin advised the Board that Dimension is currently going through the permitting process and have asked the CCIDA Board for a PILOT and sales tax exemption for this Project. Mr. Bedrin stated that this is a Community based project therefor the Community around the project area can apply for a savings on their electric bills. This parcel is not very visible on cleared agricultural land and also surrounded by forest. This Solar Project is approximately 1,000 ft from the closest public road and is planned to provide about 1,000 homes in the surrounding Community. James Snyder asked if the cost of building the Solar projects have increased, decreased or remained the same? Thomas Buffamante asked if the cost of the individual solar panels have decreased or remained the same. James Bedrin said that there has been no significant decrease in the cost of the panels. Corey Wiktor asked what the lead time is in ordering the panels and racking systems to install these Solar Projects. James Bedrin said that they order their materials by individual Project and the lead time is approximately six (6) months.

RESOLUTIONS:

A Motion was made by James Snyder, seconded by Joseph Higgins, **RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR OF COUNTY OF CATTARAUGUS INDUSTRIAL DEVELOPMENT AGENCY TO HOLD A PUBLIC HEARING REGARDING A PROPOSED PROJECT TO BE UNDERTAKEN FOR THE BENEFIT OF OTTO CSG 1 LLC.** A Roll Call vote was taken, Mr. Buffamante, Mr. Higgins, Mr. Wimer, Mr. Driscoll, Mr. Snyder and Ms. Schroder voted yes. Mr. Stahley was excused. **Motion Carried**

A **Motion** was made by Michael Wimer, seconded by James Snyder, **RESOLUTION CONCURRING IN THE DETERMINATION BY THE TOWN OF OTTO, AS LEAD AGENCY FOR THE ENVIRONMENTAL REVIEW OF THE OTTO CSG 1 LLC PROPOSED PROJECT.** A Roll Call vote was taken, Mr. Buffamante, Mr. Higgins, Mr. Wimer, Mr. Driscoll, Mr. Snyder and Ms. Schroder voted yes. Mr. Stahley was excused. **Motion Carried**

Resolutions from Prior Applications/Projects that are in Process

(#1.) Win Sum Ski Corp.

Win Sum Ski Corp. submitted an application to the CCIDA at the December 8, 2020 Board of Directors Meeting regarding their proposed 20-21 Winter Project. *A Public Hearing was held at the CCIDA Offices and also via conference call on January 14, 2021 at 10:00 a.m.*

The Minutes from the Public Hearing were included in the Board of Directors packets for Board Members review. For the record, no one was in attendance at the Public Hearing, nor did the Agency receive any comments, prior to or after the hearing.

Mr. Wiktor stated that Win Sum Ski Corp. has been having an exceptional Winter with the Resort and the tubing park being booked days in advance. This year has been a challenge complying with the restrictions that Covid 19 has placed on businesses in New York State, however Win Sum Ski Corp. has risen to the challenge and has made things work. Their employment numbers have remained steady with no significant change in the number of full-time employees. This project is approximately \$4.1M with a sales tax savings in the \$300,000 range. Mr. Wiktor also mentioned that as in past projects that local labor is being used as much as possible to complete this Project.

Resolution:

A **Motion** was made by James Snyder seconded by Joseph Higgins **RESOLUTION AUTHORIZING EXECUTION OF DOCUMENTS IN CONNECTION WITH A LEASE/LEASEBACK TRANSACTION FOR A PROJECT FOR WIN-SUM SKI CORP. (THE “COMPANY”)** A Roll Call vote was taken, Mr. Buffamante, Mr. Higgins, Mr. Wimer, Mr. Driscoll, Mr. Snyder and Ms. Schroder voted yes. Mr. Stahley was excused. **Motion Carried** *(Mr. Buffamante stated that his firm does do work for Win Sum Ski Corp., however they have no financial interest in the Company or this particular project. Mr. Wimer also stated that his bank does work with Win Sum Ski Corp. however, they have no financial interest in the Company or this project.)*

***County of Cattaraugus IDA – Policy Review – Commercial Wind Projects:**

We have included a copy of the current **CCIDA Wind Policy (UTEF)** for the Board Members to review. We have also included a **“redline version”** and also the **Amended and Restated Eligible Projects Policy** to include changes to the Wind Projects, prepared by the IDA’s Counsel for Board Review as well.

The Agency has started the process of updating our current Wind PILOT/Terms/Conditions, focusing on decommissioning, local laws, local support, the Article X Process etc. Several discussions have taken place on this topic, mainly addressing and updating the Agency’s UTEF relating to commercial wind projects. Mr. Wiktor stated that the last time the Policy had any changes made to it was June 7, 2011 and with the Solar/Wind Projects that have been brought before the CCIDA Board, it was time to review and make any changes that are necessary.

Mr. Wiktor stated that up next is the Resolution that was brought before the CCIDA Board on January 8, 2021, at that time the Resolution was tabled. The changes that were discussed at the January 8, 2021 CCIDA Board Meeting have been incorporated into this new Resolution being brought before the CCIDA Board at today's meeting (February 2, 2021).

Mr. George Cregg, Jr. stated that the main item that is currently missing from the Uniform Tax Exemption Policy is that we would require a letter of approval from the hosting municipality and also from the County for any application to be accepted.

Mr. Wiktor advise the Board that he would put together some dollar amounts and figures for the next CCIDA Board Meeting. Mr. Wiktor stated that he has done extensive research and also contacted other IDA's in regards to what PILOTS they have issued for Wind PILOTS. Mr. Wiktor will use the information gathered to bring the CCIDA Board his recommendations at the March Meeting of the CCIDA.

Mr. Wiktor asked if anyone had any other comments in regards to this topic. If anyone thinks of any further comments please email Mr. Wiktor so that they can be incorporated into the language of the newly amended Eligible Projects Policy. The IDA is encouraging the Towns in Cattaraugus County to enact active Laws in regards to Solar and Wind Projects in their Communities. The IDA wants to encourage as much as possible for each Town to be Lead Agency for the SEQR Process in regards to any Projects in their Towns. The IDA does realize that not all Towns are willing to be Lead Agency for the SEQR Process and as the IDA can not require each Town to do this, it may fall back on the CCIDA to be Lead Agency on some of these Projects on a limited basis.

Resolution:

A Motion was made by James Snyder seconded by Ginger Schroder **RESOLUTION APPROVING AMENDMENTS TO THE AGENCY'S POLICY REGARDING ELIGIBLE PROJECTS AND A RELATED AMENDMENT TO THE UNIFORM TAX EXEMPTION POLICY.** A Roll Call vote was taken, Mr. Buffamante, Mr. Higgins, Mr. Wimer, Mr. Driscoll, Mr. Snyder and Ms. Schroder voted yes. Mr. Stahley was excused. **Motion Carried**

FINANCIAL REPORT:

Mr. Wiktor reported that \$1,500.00 was received from Win Sum Ski Corp. for their Application Fee in December 2020. Mr. Wiktor did report that as of year end the Agency is in the black by approximately \$220,000 however, a few adjustments will be made when the final 2020 Audit is complete.

A Motion was made by Joseph Higgins, seconded by Michael Wimer to approve the December 2020 and January 2021 Financial Statement as submitted. A Roll Call vote was taken, Mr. Buffamante, Mr. Higgins, Mr. Wimer, Mr. Driscoll, Mr. Snyder and Ms. Schroder voted yes. Mr. Stahley was excused. **Motion Carried**

The Agency is also working on closing documents relating to eighteen (18) active projects at this time. ***Furthermore, we should have 3 of these 18 projects close within the First Quarter of 2021; as these projects are in "Final Document" stage.***

Mr. Wiktor stated that we recently revised the Budget for 2021 to reflect the adjustments to the salaries, fringe benefits and the addition of an updated phone system.

A Motion was made by Brent Driscoll, seconded by James Snyder to accept the Adjusted 2021 Budget as submitted to the CCIDA Board. A Roll Call vote was taken, Mr. Buffamante, Mr. Higgins, Mr. Wimer, Mr. Driscoll, Mr. Snyder and Ms. Schroder voted yes. Mr. Stahley was excused. **Motion Carried**

Mr. Buffamante stated that the Members were provided in their packets the updated Investment Accounts which include the rates, maturity dates and balance as of 12/31/20. This report will be furnished on a Quarterly basis going forward. Mr. Buffamante did mention that the return on the CCIDA's investments have been driven down by the low interest rates of return.

Mr. Wiktor stated the Audit Committee met on Thursday, January 21, 2021 at 9:00 a.m. to discuss the 2020 Annual Audit. Members present at the Audit Committee meeting were Thomas Buffamante, Brent Driscoll, and Michael Wimer along with Denise Veloski and John Perry of Johnson, Mackowiak & Assoc. and staff members Corey Wiktor and Sandy Andrews. Mr. Wiktor mentioned that there was a slight increase of \$400.00 taking the Audit Cost from \$8,750.00 to 9,150.00, this was the first increase in several years. Denise Veloski has provided a wish list of documents required prior to performing the Annual Audit. The plan is to have one (1) person here to perform the Audit, as most of the field work will be performed at their offices.

A Motion was made by Brent Driscoll, seconded by Thomas Buffamante to approve the Audit Committee Meeting Minutes as presented to the CCIDA Board. A Roll Call vote was taken, Mr. Buffamante, Mr. Higgins, Mr. Wimer, Mr. Driscoll, Mr. Snyder and Ms. Schroder voted yes. Mr. Stahley was excused. **Motion Carried**

***Executive Directors Reports:**

-Internal (IDA Meetings/Discussions):

- ✓ Teleconference with Fibercel General Manager, Bob Schmick to discuss business updates and how things are going for them.
- ✓ Zoom meeting with Invest Buffalo Niagara to discuss a few 2021 initiatives and a few marketing ideas that we are planning jointly.
- ✓ A second meeting with a local real estate developer who is considering a Workforce Housing Project in the Ellicottville area. Future meetings have been set up, as the developer is working on purchasing the land for this proposed development. More to follow.
- ✓ Zoom meeting with Congressmen Reed and his Staff to discuss the newly passed Covid 19 Stimulus package.
- ✓ Discussed and met with a local merchant in Ellicottville who is planning on purchasing a new building in Ellicottville and how the IDA may be able to assist the project and investment.
- ✓ Met with Earl Wells from E3 Communications to discuss a possible new/update website for the Agency, and overall marketing project ideas that we may consider in 2021.
- ✓ Attended the monthly CCBDC Board meetings relating to small business loans within Cattaraugus County.
- ✓ Met with Paul Leone and David Mingioia (WNY IDA Director's) to review and discuss ways and policies that our IDA is assisting PILOT's related to commercial solar projects.

- ✓ Attended the monthly Olean Business Development Board meetings, via Zoom.
- ✓ Met with Michael Giradini with Kinley Construction to discuss various potential projects that they are working on in 2021.
- ✓ Teleconference with a local construction Company who is working on a sizeable project with an out of state developer on a project in the Olean-Allegany area.
- ✓ Met with Lisa Worth from Worthy Pharmacy (active IDA Project) to visit her new operation in Olean, and see the much progress that she has put forth into her new business in the City.
- ✓ Met with Richard Zink from Southern Tier West to discuss a variety of topics related to economic development, ideas for 2021 and the WRC & STEDO Loan Funds and possible projects within the County.
- ✓ Teleconference with Doug Studd from the West Valley Hotel with respect to the status and update on his project in West Valley-new bar/restaurant.
- ✓ Attended the weekly Olean General Hospital Covbid-19 Calls for various updates.
- ✓ Met with John Stahley from Siemens Energy to discuss and updates along with IDA updates as well.
- ✓ Discussed a project with a Olean based Company on a repurposed Brownfield site. We could see an application to the IDA in 2021 relating to this proposed project.
- ✓ Met with a local couple that is considering a project in Ellicottville. This would be a family themed type project, in fact we have met twice relating to this, as well as had Richard Zink from STEDO on a call as well.
- ✓ Have had multiple conversation's and emails relating to an Ag related proposed project with an out a Company that is looking to bring a sizeable job to the County. We have additional meetings set up as well as discussed and reviewed a few proposed sites. More to come on this.
- ✓ Teleconference with a local area manufacturer who is still anticipating a sizeable investment in their business. Potential 2021 project as well. Fingers crossed as we have been working with this Company for 18 months.
- ✓ Attended the Western Region Loan Corp. Board meeting, via Zoom.
- ✓ Teleconference with a local (large) commercial real estate broker is seeking land and a building in WNY. I was able to offer up a few sites that could be a suitable option. Manufacturing type use. More to follow.
- ✓ Attended a Zoom meeting that relates to a local (Cattaraugus County) company who is pitching their business idea to an Angel Investor who is looking to back this proposed Ag project within the County.
- ✓ Took part in the Zoom meeting for the newly established Erick Laine Start-up Business Fund.
- ✓ Met with Eric Garvin for a lunch meeting to discuss various updates relating to Community Bank, NA.
- ✓ Met with Robert Murray from Harris Beach relating to various business updates and policies.

- ✓ Met with Don Benson for a general update relating to a few proposed business ideas.
- ✓ Brownfield Tax credit meeting setup with Greg Sehr and his partners.

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

- ✓ **State of the State Address:** Recap of Governor Cuomo’s State of the State Address. Various highlights are contained within this handout for your review.
- ✓ **NYSEDC:** New York State Economic Development Council Legislative Overview and Summary. Federal Legislation and COVID Proposal. This packet/handout highlights key economic development proposals contained in the 2021 Budget that Albany will consider.
- ✓ **Buffalo Niagara Partnership:** “*2021 Advocacy Agenda*”. An informational piece that the Partnership and its members are advocating and lobbying against relating to the proposed 2021 NYS Budget. Some key initiatives are in this piece.
- ✓ **Camoin Associates Article** – “*Featured Indicator: State Business Tax Climate Index*”. An informational piece relating to how NYS ranks against other states in the Union and the climate of taxation. A telling report.
- ✓ **JCC Feasibility Study:** Final Report Presentation held on January 22, 2021 from 2:30 – 4:00 p.m. via WebEx. The IDA took was asked to take part in this study relating to renewable energy and its proposed workforce models and how JCC can be a player in this arena. The final report will be issued shortly, and we will send to the Board for their review.
- ✓ **Jamestown BPU:** “Jamestown Board of Public Utilities to Advance Climate Technology Manufacturing in Western Southern Tier”. We were asked to take part in this study relating to proposed renewable energy projects in the Southern Tier.
- ✓ **Olean Times Herald Article:** “*Company proposing 65-acre Solar Farm in the Town of Salamanca*”. A Pennsylvania Company is proposed to build a 21.6 MW Solar Farm on 65 acres in the Town of Salamanca. Mr. Wiktor stated that there are some neighbor issues that need to be worked out before this project can proceed forward.
- ✓ **WNY Venture Association:** Western New York Venture Association Forum (online) – January 27, 2021, Corey is registered for this event. We are discussing a proposal from a local Cattaraugus County business that is pitching their idea to WNY Investors.
- ✓ **NYSEDC: 2021 NYSEDC Board meeting being held on Tuesday, Jan. 19, 2021 from 2 – 3:30 p.m.** 2021 NYSEDC Economic Development Conference being held Virtually on **January 20 & 21**. Featured Session is Site selection trends, industries, and Community Development.
- ✓ **Olean Times Herald Article:** “*Crawford’s priorities: Bring millennials home, balancing budget*”. A great idea from Aldermen Crawford on this initiative. The IDA will be partnering on this thrust to bring “Oleanlanders” back home!
- ✓ **Small Business Development Center:** Have been invited to join staff meeting by Courtney Curatolo the Director of the Small Business Development Center via Zoom meeting to discuss and review the IDA’s programs to assist business development.

- ✓ **Can-Am Border Roundtable:** Event to be held online on January 26, 2021. A very telling event this was, and how the economy has been severely impacted by the closure of the US-Canadian Border.
- ✓ **Relief Package:** Relief Package 2.0 & Employee Vaccinations. Attended update Zoom meeting presented by the Buffalo Niagara Partnership.
- ✓ **Upper Allegheny Health System:** *“Sustaining Care in our Community.”*
- ✓ **Upper Allegheny Health System:** *“Bringing Strategic Initiative to Ensure Sustainable Quality Care in the Region.”*
- ✓ **USDA:** Small Business Grants being offered by the Rural Business Development Grants Program. I will be looking into this further to see what the IDA may be allowed to apply for. A meeting has been set up for Feb. 9th to discuss further.

Adjournment:

A **Motion** was made by James Snyder seconded by Thomas Buffamante to adjourn the meeting at 12:45 p.m. All in Favor – **Motion Carried.** Mr. Stahley was excused.

*** Next CCIDA Board of Directors Meeting: Tuesday, March 23, 2021 at 11:15 A.M. at the CCIDA Offices in Ellicottville, N.Y. and via Conference Call**