

# COUNTY OF CATTARAUGUS INDUSTRIAL DEVELOPMENT AGENCY

## BOARD MEETING MINUTES

July 28, 2020  
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. James Snyder  
Mr. Brent Driscoll  
Mr. Michael Wimer  
Ms. Ginger Schroder  
Mr. John Stahley

#### **Excused:**

### **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 Zeiger, Esq. - Legal Counsel, Hodgson Russ

### **Presenters/Guests (Teleconference):**

Ms. Crystal Abers – *Catt. County Economic Dev. Planning & Tourism*  
  
Mr. John Thomas – *The Villager Newspaper*  
Mr. Rick Miller – *Olean Times Herald Newspaper*  
  
Mr. Jeff Davis – *Legal Counsel – For Dimension Energy*  
Mr. Kieran Siao – *Senior Project Manager – Dimension Energy*  
Mr. Jonathan Rappe – *RIC Energy*

Chairman, Thomas Buffamante called the meeting to order at 11:19 a.m.

Mr. Wiktor stated that because of the COVID19 Pandemic we are holding the CCIDA Board Meeting via conference call.

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

### **APPROVAL OF MINUTES:**

A **Motion** was made by Joseph Higgins with a second by Michael Wimer to accept the June 9, 2020 CCIDA Board Meeting Minutes as presented. **Motion Carried**

### **\*New Applications/Projects\***

#### **(#1.) Machias PV, LLC & RIC New York, LLC:**

Machias PV, LLC & RIC New York, LLC is seeking the IDA's assistance pertaining to the proposed construction of a Community based commercial Solar Installation in the Town of Machias, NY. The proposed solar installation will be a 2.0 MW. **Total Project cost/investment of roughly \$3,100,000 (+, -).**

Mr. Jonathan Rappe gave an overview of this project on Main Street in the Town of Machias, on the corner of Rte. 242 & Rte. 16. This project is in close proximity of the substation and the developer plans to be ready to go in the next couple of months. Mr. Rappe noted that the Town has no zoning and he has been working with the building inspector, and also the Town Supervisor, Mr. Stephen Cornwall. This project will be Type I based on the acreage. Mr. Thomas Buffamante asked Mr. Wiktor to request a letter of support of this project by the Town of Machias prior to the CCIDA approving this project. Mr. James Snyder and Mrs. Ginger Schroder also agreed with Mr. Buffamante in regards to the letter of support from the Town of Machias. Mr. Wiktor advised Mr. John Rappe that we would be setting up a Public Hearing for this project to start the process.

### **RESOLUTIONS:**

A **Motion** was made by James Snyder, seconded by Ginger Schroder, **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 MACHIAS PV, LLC.** A Roll Call vote was taken, Mr. Buffamante, Mr. Driscoll, Mr. Higgins, Mr. Snyder, Mr. Wimer, Mr. Stahley, and Ms. Schroder voted yes. **Motion Carried.**

A **Motion** was made by James Snyder, seconded by Ginger Schroder, **RESOLUTION DIRECTING THE EXECUTIVE DIRECTOR OF COUNTY OF CATTARAUGUS INDUSTRIAL DEVELOPMENT AGENCY TO TAKE CERTAIN ACTIONS UNDER ARTICLE 8 OF THE ENVIRONMENTAL CONSERVATION LAW IN CONNECTION WITH A PROPOSED PROJECT TO BE UNDERTAKEN FOR THE BENEFIT OF MACHIAS PV, LLC.** A Roll Call vote was taken, Mr. Buffamante, Mr. Driscoll, Mr. Higgins, Mr. Snyder, Mr. Wimer, Mr. Stahley and Ms. Schroder voted yes. **Motion Carried.**



## **(#2.) ESSENTIAL AMERICAN PRODUCTS, INC.:**

Essential American Projects, Inc. is seeking the IDA's assistance pertaining to the proposed manufacturing project in the Town of Ellicottville. The Partners of this Company are looking to manufacture FDA Approved Hand Sanitizer products and soaps. **Total Project cost/investment of roughly \$1,000,000 (+, -).**

Mr. Wiktor discussed that there will be five (5) owners of this new manufacturing business with 20% ownership each. Mr. Bursee has been contacted by several big box stores to manufacture hand sanitizer, disinfectant wipes, hand soap and antiseptic spray. This will be a 4,500 sq. ft. addition to the back of SteelBound Brewery. They have submitted the paperwork to become a certified FDA manufacturer of hand sanitizer.

**A Motion** was made by Brent Driscoll, 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 AMERICAN PRODUCTS INC.** A Roll Call vote was taken, Mr. Buffamante, Mr. Driscoll, Mr. Higgins, Mr. Snyder, Mr. Stahley, and Ms. Schroder voted yes. Mr. Wimer abstained. **Motion Carried.** (Mr. Wimer stated that CCB does business with SteelBound Brewery. however, he does not have any financial interest in the Company or this particular project.)

**A Motion** was made by Brent Driscoll, seconded by Joseph Higgins, **RESOLUTION DIRECTING THE EXECUTIVE DIRECTOR OF COUNTY OF CATTARAUGUS INDUSTRIAL DEVELOPMENT AGENCY TO TAKE CERTAIN ACTIONS UNDER ARTICLE 8 OF THE ENVIRONMENTAL CONSERVATION LAW IN CONNECTION WITH A PROPOSED PROJECT TO BE UNDERTAKEN FOR THE BENEFIT OF MACHIAS PV, LLC.** A Roll Call vote was taken, Mr. Buffamante, Mr. Driscoll, Mr. Higgins, Mr. Snyder, Mr. Stahley and Ms. Schroder voted yes. **Motion Carried.** Mr. Wimer abstained (Mr. Wimer stated that CCB does business with SteelBound Brewery. however, he does not have any financial interest in the Company or this particular project.)

### **\*Resolutions from a Prior Application/Project that is in Process\***

## **(#1.) Manny Hanny Development, LLC.:**

Manny Hanny Development, LLC had submitted an application to the CCIDA at its May 7<sup>th</sup>, 2020 Board Meeting regarding their proposed Project in Olean, NY. A Public Hearing was held at the CCIDA Offices in Ellicottville via conference call on May 29, 2020 at 8:30 a.m. Minutes were included in the Board of Directors packets for the Board Member review. The IDA did have several comments in support of the proposed project.

### **RESOLUTIONS:**

**A Motion** was made by James Snyder, seconded by Brent Driscoll, **RESOLUTION (A) DETERMINING THAT THE PROPOSED MANNY HANNY DEVELOPMENT LLC PROJECT IS A COMMERCIAL PROJECT AND (B) MAKING CERTAIN FINDINGS REQUIRED UNDER THE GENERAL MUNICIPAL LAW.** A Roll Call vote was taken, Mr. Buffamante, Mr. Driscoll, Mr. Higgins, Mr. Snyder, Mr. Wimer, Mr. Stahley, and Ms. Schroder voted yes. **Motion Carried**

**A Motion** was made by James Snyder, seconded by Brent Driscoll, **RESOLUTION CONCURRING IN THE DETERMINATION BY THE CITY OF OLEAN PLANNING BOARD, AS LEAD AGENCY FOR THE ENVIRONMENTAL REVIEW OF THE MANNY HANNY DEVELOPMENT LLC.**



A Roll Call vote was taken, Mr. Buffamante, Mr. Driscoll, Mr. Higgins, Mr. Snyder, Mr. Wimer, Mr. Stahley, and Ms. Schroder voted yes. **Motion Carried**

A **Motion** was made by James Snyder, seconded by Brent Driscoll, **RESOLUTION AUTHORIZING EXECUTION OF DECOUMENTS IN CONNECTION WITH A LEASE/LEASEBACK TRANSACTIN FOR THE PROJECT FOR MANNY HANNY DEVELOPMENT LLC (THE “COMPANY”)** A Roll Call vote was taken, Mr. Buffamante, Mr. Driscoll, Mr. Higgins, Mr. Snyder, Mr. Wimer, Mr. Stahley, and Ms. Schroder voted yes. **Motion Carried**

### **(#2.) Portville CSG 1 LLC.:**

Portville CSG 1, LLC had applied to the CCIDA at its May 7<sup>th</sup>, 2020 Board Meeting regarding their proposed Solar projects. A Public Hearing was held at the CCIDA Offices in Ellicottville via conference call on May 29, 2020 at 10:00 a.m. Minutes were included in the Board packets for the Board Members review prior to approving this project.

Mr. Snyder suggested that the CCIDA request a letter from the Town of Portville stating that they have agreed to these Portville Solar Projects prior to the IDA granting final approval. After much discussion, Mr. Jeff Davis, legal counsel for Dimension Energy suggested that the CCIDA Board approve the Final SEQR only for each project to give the Town of Portville ample time for their final approvals.

Ms. Ginger Schroder was in agreement that having a letter from the Town in the hand of the CCIDA would give the Town the final approvals of each of these Projects.

Kieran Siao, developer stated that the Town of Portville does not have any local zoning, therefore no permits are required to be issued. Mr. Wiktor stated that Portville has a Town Board and Planning Board and the discussions that have taken place between Mr. Wiktor and the Town have all been favorable in regards to the projects.

The Town currently is in the process of negotiating a host community agreement, making sure that the close neighbors are in favor of the project and having the Portville Planning Board review the projects.

### **RESOLUTIONS;**

A **Motion** was made by James Snyder seconded by Ginger Schroder, **RESOLUTION DETERMINING THAT ACTION TO UNDERTAKE A PROPOSED PROJECT FOR THE BENEFIT OF PORTVILLE CSG 1 LLC WILL NOT HAVE A SIGNIFICANT EFFECT ON THE ENVIRONMENT.** A Roll Call vote was taken, Mr. Buffamante, Mr. Driscoll, Mr. Higgins, Mr. Snyder, Mr. Wimer, Mr. Stahley and Ms. Schroder voted yes. **Motion Carried**

**Approving Resolution was tabled until final letter of approval from the Town of Portville.**

### **(#3.) Portville CSG 3 LLC:**

Portville CSG 3 LLC has applied to the CCID at its May 7<sup>th</sup>, 2020 Board Meeting regarding their proposed Solar Project. A Public Hearing was held at the CCIDA Offices in Ellicottville via conference call on May 29, 2020 at 10:30 a.m. Minutes were included in the Board packets for the Board Member review prior to approving this project.

A **Motion** was made by James Snyder seconded by Ginger Schroder, **RESOLUTION DETERMINING THAT ACTION TO UNDERTAKE A PROPOSED PROJECT FOR THE BENEFIT OF PORTVILLE CSG 3 LLC WILL NOT HAVE A SIGNIFICANT EFFECT ON THE ENVIRONMENT.** A Roll Call vote was taken, Mr. Buffamante, Mr. Driscoll, Mr. Higgins, Mr. Snyder, Mr. Wimer, Mr. Stahley and Ms. Schroder voted yes. **Motion Carried**

**Approving Resolution was tabled until final letter of approval from the Town of Portville is received.**

#### **(#4) Portville CSG 4 LLC:**

Portville CSG 4 LLC has applied to the CCID at its May 7<sup>th</sup>, 2020 Board Meeting regarding their proposed Solar Project. A Public Hearing was held at the CCIDA Offices in Ellicottville via conference call on May 29, 2020 at 11:00 a.m. Minutes were included in the Board packets for the Board Member review prior to approving this project.

A **Motion** was made by James Snyder seconded by Ginger Schroder, **RESOLUTION DETERMINING THAT ACTION TO UNDERTAKE A PROPOSED PROJECT FOR THE BENEFIT OF PORTVILLE CSG 4 LLC WILL NOT HAVE A SIGNIFICANT EFFECT ON THE ENVIRONMENT.** A Roll Call vote was taken, Mr. Buffamante, Mr. Driscoll, Mr. Higgins, Mr. Snyder, Mr. Wimer, Mr. Stahley and Ms. Schroder voted yes. **Motion Carried**

**Approving Resolution was tabled until final letter of approval from the Town of Portville is received.**

#### **(#5) Kreinheder Properties, LLC:**

Mr. Wiktor stated that Peter Kreinheder owner of Kreinheder Properties, LLC has requested his third sales tax extension on his Little Valley Project. Peter Kreinheder is working on a \$6,000,000 project in Little Valley, NY and plan to open to have the pub open in September. Currently the outside is done and interior is 70% done. Peter would like to extend his sales tax exemption thru August 2021 as Little Valley needs approximately \$300 to complete. They still must purchase the kitchen equipment, fixtures and furnishings and finish the landscape and patio.

Mr. Wiktor added that during the Covid19 shutdown their employment numbers dropped to the 30's however, they have picked back up to the 60's at this time.

Peter Kreinheder is still working on the Ellicottville Tap Bottle and Taquria – old gin mill which has of course been delayed due to the construction shutdown. The Liquor Authority has approved their license and the space is coming along nicely. This new space will feature NYS produced beer, cider, wine and spirits They are planning on a late August opening. Another great project by a return our return client, Peter Kreinheder.

A **Motion** was made by Michael Wimer seconded by Brent Driscoll, **RESOLUTION AUTHORIZING THE EXECUTION BY COUNTY OF CATTARAUGUS INDUSTRIAL DEVELOPMENT AGENCY OF A CERTAIN MODIFICATION AGREEMENT IN CONNECTION WITH THE KREINHEDER PROPERTIES, LLC AND S&W COMPANY, LLC PROJECT.** A Roll Call vote was taken, Mr. Buffamante, Mr. Driscoll, Mr. Higgins, Mr. Snyder, Mr. Wimer, Mr. Stahley and Ms. Schroder voted yes. **Motion Carried**



## **FINANCIAL REPORT:**

The IDA did have income in the month of **June 2020 of \$822.00** which consisted of sales tax letters for Win Sum Ski Corp.

**A Motion** was made by Michael Wimer, seconded by Brent Driscoll to approve the Financial Reports for **June 2020** as prepared. **ALL in Favor Motion Carried**

We are working on closing documents for the purposes of closing & issuing project benefits on three (3) of seven (7) projects that are in the works at this time. We hope to have these closed withing the 3<sup>rd</sup> or 4<sup>th</sup> Quarters of 2020.

## **\*Executive Directors Reports:**

*Due to time constraints with conducting the meeting via Conference Call, if anyone has any questions on the items listed in the Executive Directors Report please contact Corey Wiktor via e-mail or cell phone.*

## **-Internal (IDA Meetings/Discussions):**

- ✓ **COVID 19 Virus Update:** Corey will give an update on the Coronavirus that has been impacting the day to day operations with many businesses/firms in Cattaraugus County.

We have been in almost daily contact with our State and Federal elected Leaders and also with Empire State Development on fielding questions, concerns and issues that some Companies are facing during this crisis.

We have conveyed various new loan programs from the SBA to our business contacts within the County, and have kept in touch with the County economic development, STW, WIB, multiple Loan Boards, etc. We will continue to stay on top of this and keep our business apprised of any and all programs that may be eligible for during these very trying, challenging and ever-changing times.

- ✓ *Weekly CCIDA Stakeholder Updates and email blasts, special Covid-19 Tab on our website.*
- ✓ Corey has been added to Congressman Reed's "*Regional Economic Recovery Team*". Various meetings have been conducted to date. Latest one was on July 23<sup>rd</sup>.
- ✓ Weekly conference calls with NYS & Federal Officials along with our County and local economic development partners.
- ✓ Starting to rebook IN person meetings with businesses in the County. It's a nice change from calls and Zoom meetings. We have reached out to over 100+ businesses directly since this pandemic started some 2 months ago.
- ✓ Zoom meeting on July 10<sup>th</sup> with Buffalo Niagara Manufacturing works focus group. Thoughts and ideas to help manufacturers during this pandemic.
- ✓ OGH Conference calls for updates on Covid-19.
- ✓ Attended the monthly OBDC Board Meetings.

- ✓ WIB Monthly meetings.
- ✓ Met with Bill Heim from House of Steel regarding a small project that he is considering for his business.
- ✓ Met with a local brewery relating to a proposed expansion of their business. More details to follow.
- ✓ Attended WRC Loan Meeting. We in fact passed a loan for a recent IDA referred customer and project. An adaptive Reuse Project in Olean will be underway very shortly. This is very good news!
- ✓ Attended Ellicottville Town Board meeting to review the IDA's PILOT and the various past solar projects that we have been party to.
- ✓ Zoom meeting with ESD regarding a business proposed in Olean.
- ✓ Had a meeting with a local developer in regards to a proposed Adaptive Reuse project that they are considering in the Village of Randolph.
- ✓ Did an interview with Time Warner Cable with regards to the impact of Covid-19 relating to the tourism economy in Ellicottville.
- ✓ Met with Paul Leone and David Mingiona from Lancaster and Amherst IDA to discuss proposed loan/grant funds for small businesses.
- ✓ Met with Earl Wells from E3 Communications.
- ✓ Met with a local commercial realtor and toured a few available buildings in the County. The realtor has a client looking for available warehousing space. More to come.
- ✓ We had a Zoom meeting between Chaut. Cattaraugus and Allegany Counties to discuss updates and programs relating to how well businesses are doing throughout this pandemic that is affecting us all.
- ✓ Met with Tim Hughes from C& S Engineers.
- ✓ Met with Adam Mikols from Seal & Design.
- ✓ Met with Randy Reichert relating to various Cattaraugus County projects.
- ✓ Met with Bob Dingman from the Railroad to discuss various topics that have come up over the past few months.

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

- ✓ **Virtual NYSEDC Annual Meeting:** I will be attending the Board meeting in person on August 31, 2020. The Annual conference has been rescheduled to September 1<sup>st</sup> and 2<sup>nd</sup> in Cooperstown, N.Y. via virtual. I will also be attending the sessions on line.
- ✓ **Labor Policy Examples** – I have been doing much research on various IDA Labor Policies throughout New York State. I have included copies of four (4) IDA's such policies in your packet for review. I will be drafting a policy to present to the Board for their review and thoughts for the September Board Meeting.



- ✓ **Proposed Loan/Grant Fund Update:** *“Executive Order Continuing Temporary Suspension and Modification of Laws Relating to the Disaster Emergency.* I have spoken to several IDA’s regarding this proposed fund. I will update the Board on my findings and seek their input/comments relating to what I’ve come up with.
- ✓ **Southern Tier NY Angel Fund Established:** A recent Time Warner Cable news article relating to this newly formed Fund. I would still like our IDA to be a funding participant in this endeavor.
- ✓ **Olean Times Herald Article:** *“Allegany, Cattaraugus counties saw unemployment dip in May amid reopening”.* Finally, some good news relating to the unemployment numbers for our County and Region.
- ✓ **Weekly CCIDA Stakeholder Updates and email blasts, special Covid-19 Tab on our website.** Weeks of June 8, June 15, June 22, June 29, and July 13 were handed out to all Board Members. These have also been posted to our websites.
- ✓ **Empire State Development:** *“The New York Forward Loan Fund”.* A new Fund that NYS has rolled out. We have sent this off to our clients and contacts.
- ✓ **NYSEDC Letter from Ryan Silva:** *“SBA’s Economic Injury Disaster Loans and Advance Program reopened to all Eligible Small Businesses & Non-Profits”.*
- ✓ **Buffalo Niagara Partnership:** *“Keep Buffalo Niagara Working – A Guide to reopening your business”.* Newly compiled information for businesses in WNY that is available to help and assist throughout this pandemic.
- ✓ **World Trade Center – Buffalo Niagara:** *“Supply Chain New Normal Overcoming Post – COVID Challenges”.* A very good event that I attended.
- ✓ **Area Development Article:** *“Future Proofing – Corporate Location Decisions in uncertain times”.* A very interesting article that touches on what makes corporations site and house their business.
- ✓ **Billings Sheet Metal:** *“June 2020 Monthly Market Bulletin”.* General update from Billings Sheet Metal.
- ✓ **Upper Allegheny Health System:** *“Biweekly Calls – Tackling COVID19 Together – Next Steps”.*
- ✓ **Tom Reed’s Office:** Zoom meeting for businesses/agricultural. Bi-weekly calls that we are on.
- ✓ **Buffalo Niagara Partnership:** *“Reopening the Border and Maximizing USMCA”.* A critical topic with the US-Canadian Border closed down during this pandemic and how it’s affecting trade and commerce. A huge topic!
- ✓ **Salamanca Press Article:** *“Reconnect with art and nature at Griffis Sculpture Park”.* Recent article highlighting the tourism trade at the Park.

**\*Executive Session:**

-A Motion to go into Executive Session from the CCIDA Board Meeting (*Relating of Property Acquisition/Disposition*) was made by James Snyder seconded by Michael Wimer. **Motion Carried**



-A **Motion** to return from Executive Session back into the CCIDA Board Meeting was made by James Snyder seconded by Brent Driscoll. **Motion Carried**

**Adjournment:**

A **Motion** was made by James Snyder seconded by Thomas Buffamante to adjourn the meeting at 1:40 p.m. All in Favor – **Motion Carried.**

**\* Next CCIDA Board of Directors Meeting: Tuesday, September 8, 2020 at 11:15 a.m.  
at the CCIDA Offices in Ellicottville, New York via conference call\***