**COUNTY OF OTSEGO INDUSTRIAL DEVELOPMENT AGENCY**

**OTSEGO COUNTY CAPITAL RESOURCE CORPORATION**

**JOINT PROJECTS COMMITTEE**

**FEBRUARY 15, 2018**

**MEETING MINUTES**

**CALL TO ORDER**

The COIDA and OCCRC joint Project Committee Meeting was called to order at 8:00am at the Otsego Now offices located at 189 Main Street, Suite 500, Oneonta, New York. Members present were Sarah Harvey, Cheryl Robinson, Craig Gelbsman (arrived at 8:15am), Jeff Lord, and Andrew Marietta (arrived at 8:20am); agency counsel Kurt Schulte; and Otsego Now staff, CEO Jody Zakrevsky and Administrative Director, Meaghan Marino.

**APPROVAL OF MINUTES**

Copies of January’s Board meeting minutes draft were distributed to the board for review. They will be approved at the February Board meeting on February 22nd.

**CEO REPORT OF PROJECTS**

***Z982 Richfiels Springs Comprehensive Planning Study, 42213 MV Food and Beverage Innovation Study, Z675 Village of Cooperstown Master Plan.*** All grant disbursements were signed and sent out last week. Projects are completed.

***56842 Oneonta Railyards Feasibility Study.***  Project is currently underway. Delaware Engineering is currently working on their GEIS. There will be a public hearing for the Railyards on February 21st to finalize the transfer to get the property off the tax roll.

***56854 MV Food and Beverage Innovation Center.*** The IDA has had meetings with the Twelve Tribes, who own the site where the Food and Beverage center is intended to be. There have been discussions of the IDA taking title to two other properties that the Twelve Tribes owns and entering into a PILOT agreement for five years to make up the difference between what the city of Oneonta can pay for the building. Both the Twelve Tribes and Mayor Herzig agree to proceed with this arrangement, but there are a lot of specifics that still need to be addressed. We are currently awaiting more information from our bond counsel.

***Cooperstown WIFI Project.*** This is currently in Midtel’s hands. IDA is awaiting them to get back to us on the project locations.

***Lutz Feed.*** IDA is managing a $225,000 NYSDOT grant to make improvements to the rail siding at Lutz Feed. However, Lutz Feed has already begun the work on this project and is over half way done. IDA is currently awaiting information from Lutz Feed about when they started the project, what they’ve spent, and what needs to be done to finish the work. It’s possible the grant could go towards finishing the project.

***Custom Electronics Project.*** J. Zakrevsky is meeting with them later this week to discuss their plans moving forward. They want to get started soon, so they don’t want to apply for any grants for phase one of their project. They are aware of the loan fund that the county has, so that has been discussed. They will probably apply for a small city grant for phase two of the project and an ESD grant for phase three. Custom Electronics also asked J. Zakrevsky for contact information for TENTRR, as they make small, portable boxes that you can plug appliances into while camping.

***Andela Products.*** J. Zakrevsky is meeting with Andela Products and their architect this week to look at the site in Richfield Springs.

***Oneonta Soccer Fields.*** J. Zakrevsky has begun looking at the site plan of the soccer fields to see if there is any surplus land that could be of use in future developments. There has also been talk about putting a dome over one of the soccer fields for possible winter use. This idea was not welcomed by the board, as many domes in nearby counties usually run at a deficit.

***Brooks Bottling.*** Submitted Oneonta Business Park site plan and aerial photos for consideration of the property. S. Harvey recommended following up with Brooks on their short term and long-term footprint information, and their natural gas requirements, that they had asked him to submit at a past board meeting. This information would help the board provide information on the best available site for Brooks.

***TENTRR.*** Lease is signed in the Oneonta Business Park and the company has started hiring employees and setting up machinery. They have a grand opening event on March 22nd and have asked members of the Otsego Now staff and board to join them. Board members did ask for a copy of the lease TENTRR has at the Business Park.

***2018 Strategic Plan.*** A draft strategic plan was given to the board at the January board meeting. J. Zakrevsky asked that board members provide feedback as soon as possible so that he can get a final version out.

***Oneonta Airport.*** J. Zakrevsky updated the board on the many meetings he has had with current and former members of the Airport Commission and Mayor Herzig. They all support Otsego Now taking over ownership of the Oneonta Airport. J. Zakrevsky has asked for more figures on the annual costs/income associated with the Airport, before a decision can be made.

***Schenevus Industrial Park.*** J. Zakrevsky updated the board on his meetings with the owners of a potential industrial park in Schenevus. Half of this property is extremely steep sloped, and the other half contains a large wetland. Property does have beautiful rolling hills, but it is very difficult to get to and would be difficult to have a road put in. The chances of truck traffic would be even harder. K. Shulte asked to see a copy of the option to purchase agreement.

***Richfield Springs.*** Discussion on whether the IDA should lease/transfer/sell the property to the Richfield Springs Baseball Association. There is no water or sewer at the property, so it may be better for a company to come in and develop the land and then extend it to the RSYA. Andela Products looked at the property with J. Zakrevsky. The board asked for an archeological map to look at during the next board meeting. This will be further discussed in the February board meeting.

***Otsego Now Office Business.*** J. Zakrevsky brought up an invoice for a Lenovo laptop from ISD that he would like to purchase for the projector in the board room, and for his use. This expense is allotted in the budget. He also brought up the copy machine and discussed charging the Otsego County Chamber for their copies. Also, the issue of the elevator being left unlocked after people leave the office. Discussed possibly leaving a sign in sheet on the elevator.

**ADJOURNMENT**

There being no further business to discuss, the meeting adjourned at 9:35a.m.

**UPCOMING MEETINGS**

The next meeting will be the COIDA/OCCRC Board meeting on February 22, 2018 at 8:00am.