**COUNTY OF OTSEGO INDUSTRIAL DEVELOPMENT AGENCY**

**JANUARY 25, 2018**

**MEETING MINUTES**

**CALL TO ORDER**

Treasurer Jeff Lord called to order the meeting of COIDA at 8:04am at the Otsego Now offices located at 189 Main Street, 5th floor, Oneonta, NY. Voting members present were Jeff Lord, Craig Gelbsman, Jeffery Joyner (arrived at 8:13am), Tom Armao, Patricia Kennedy (who departed at 9:00am), Cheryl Robinson, and Sarah Harvey.

Also in attendance were staff members Jody Zakrevsky and Meaghan Marino, agency counsel Kurt Schulte, Mayor Gary Herzig, Otsego County Board of Representatives Chairman David Bliss, Andrew Marietta, Kathleen Clark, and Albert Colone.

**CHAIRMAN’S REMARKS**

Interim Chair, Rick Hulse, was absent from today’s meeting. As such, there were no remarks from the chair, and the meeting was conducted by Treasurer Jeff Lord.

**MEETING MINUTES**

The Treasurer presented the meeting minutes from the January 4th Governance Committee meeting, the January 11th Audit & Finance Committee meeting, and the January 18th Projects Committee meeting. There were no meeting minutes from the December 27th COIDA Board meeting – as there was no quorum and a meeting was not held. Mr. Armao moved to approve the minutes. Mr. Gelbsman seconded the motion, and the minutes were approved by unanimous voice vote.

**TREASURER’S REPORT**

Mr. Lord presented the Treasurer’s Report. There was nothing unusual to be noted. Mrs. Robinson moved to approve the Treasurer’s Report, Mr. Armao seconded the motion, and the Treasurer’s Report was approved by unanimous voice vote.

**BILLS TO BE PAID**

Mr. Lord then went over the bills to be paid, and the deposits that have been made in the past month. There was nothing unusual about the bills to be paid, or the deposits that were made. Mrs. Robinson moved to pay the bills, Mrs. Kennedy approved the motion, and the motion was approved by unanimous voice vote.

**COMMITTEE REPORTS**

* GOVERNANCE COMMITTEE

The Governance Committee meeting took place on January 4, 2018. Some items that were discussed in that meeting were:

* Otsego County Chamber of Commerce sub-lease agreement
* A brief discussion on the COIDA/OCCRC Board/Committee meetings schedule
* Mary Beth Bianconi, of Delaware Engineering, gave a presentation to the committee on the GEIS for the Oneonta Rail Yards. Decisions were made on how much land should be surveyed in the study.
* AUDIT AND FINANCE COMMITTEE

The Audit & Finance Committee meeting took place on January 11, 2018. Some items that were discussed in that meeting were:

* COIDA’s involvement for 2018 with the Southern Tier East Reginal Planning Development Board and the Mohawk Valley Economic Development District. The board decided to renew its membership with both.
* NYSEG reimbursements that COIDA had been paying for a tenant. Those bills have since been reimbursed and the NYSEG account put in their company’s name.
* J. Zakrevsky briefly went over the 2018 budget.
* PROJECTS COMMITTEE

The Projects Committee meeting took place on January 18, 2018. Some items that were discussed in that meeting were:

* Corning Project – currently working on their PILOT application and should have it to the IDA in the beginning of February.
* Oneonta Soccer Fields – expressed interest in building a pavilion on the property, paid for by a donor. The donor expressed interest in being reimbursed should the IDA terminate it’s least with OYSC before its end. The board thought it best that should the lease be terminated; the pavilion would be reimbursed (at a depreciated value) to the OYSC.
* TENTRR – currently signing an 18-month lease. Hoping to hire 25 people immediately, and up to 50 within the next year.

**CEO’S REPORT**

Mr. Zakrevsky updated the board on the following matters:

* Mr. Zakrevsky went over a detailed report of all the meetings that he had attended in the past month
* NYSEG Meeting – Mr. Zakrevsky reported on his meeting the prior day, January 24th, with officials from NYSEG. They explained the issues they are having with upgrading natural gas for our area. They also discussed some potential outcomes for now, but there is still no long-term solution. This prompted a discussion about the possibility of a CNG station at the railyards; with some voicing concerns over the idea of an increased presence of natural gas trucks in the area. Mr. Zakrevsky also proposed the idea of other local county IDA’s pooling grant money together to help NYSEG update their pipelines to increase the natural gas supply. However, in the long run, this would be another short-term solution.
* Railyards – Mr. Zakrevsky briefly discussed the City Council adopting a positive declaration for the SEQR of the railyards.
* Lutz Feed – Mr. Zakrevsky advised of the IDA being asked to manage a $225,000 NYSDOT grant to make improvements to the rail siding at Lutz Feed.
* Mr. Zakrevsky summarized the details of his 2018 Strategic Plan. He detailed issues that he believes the county is facing; such as a lack of attention to existing industries, lack of infrastructure (natural gas/electric/wifi), poorly addressed marketing of the county, and the housing stock. He also explained new revenue sources he would like to examine in the coming year for Otsego Now.

**RESOLUTIONS AND MOTIONS**

Grant Disbursement Agreements

* Cooperstown Master Plan – Mr. Zakrevsky informed the board on this matter. This disbursement agreement was already filed – but nothing was done with it during the absence of a CEO at COIDA. This agreement needs to be refiled. Mr. Gelbsman moved to approve. Mr. Lord seconded, and the motion was passed by unanimous voice vote
* Richfield Springs Master Plan – Like the Cooperstown Master Plan, this a grant disbursement that needs to be refiled. Mr. Gelbsman moved to approve the motion. Mr. Armao seconded, and the motion was approved by unanimous voice vote.
* Regional Food Hub Plan – Mr. Gelbsman moved to approve the motion. Mr. Lord seconded, and the motion was approved by unanimous voice vote.
* Public Hearing on Oneonta Railyard Project – COIDA Counsel, Mr. Joe Scott, called in to discuss the resolution of the IDA holding a public hearing regarding the Oneonta Railyards project. Mrs. Kennedy approved the motion. Mr. Joyner seconded, and the motion was approved unanimously by voice vote.

**NEW BUSINESS**

Mr. Albert Colone, of Colone Associates, gave a presentation on his proposal to the IDA. His proposal laid out details of a potential collaborative effort with Otsego Now, to act as prospect researchers, cultivators, and developers in support of business development opportunities on the organization’s behalf. A copy of his proposal was given to all the board members.

**UNFINISHED BUSINESS**

Enviro Energy Loan – Enviro Energy has not paid on their loan since 2015. They currently have a balance of approximately $48,000. Mr. Zakrevsky explained that they are selling 3 acres of their 70-acre property and they have asked the IDA to release the 3 acres from the mortgage the IDA has on the property. It was determined that should they sell the 3 acres, they need to satisfy their loan with the IDA.

**ADJOURNMENT**

There being no further business to discuss, Mr. Lord motioned to adjourn the meeting at 9:14am. Mrs. Robinson approved, and the meeting was adjourned.

**UPCOMING MEETING SCHEDULE**

* Reorganization Committee Meeting: February 1, 2018 at 8:00am at the IDA office at 189 Main Street in Oneonta.
* The Board meeting and other committee meetings schedule will be determined at the Reorganization meeting on February 1st.