

COUNTY OF OTSEGO INDUSTRIAL DEVELOPMENT AGENCY

July 26, 2018

MEETING MINUTES

CALL TO ORDER

Board Chairman, Rick Hulse, Jr., 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 Rick Hulse, Jr., Tom Armao, Patricia Kennedy, Andrew Marietta, Cheryl Robinson, and Jeffery Joyner (arrived at 8:10am).

Also in attendance were Otsego Now staff members, CEO Jody Zakrevsky and Administrative Director Meaghan Marino, agency counsel Kurt Schulte, and bond counsel Joe Scott. Guests who joined the meeting were Matthew Hulse, Dennis Higgins, Keith Schue, Johna Peachin, Michael Stolzer, Stephen Smith, Bryan Shaughnessy, Oneonta Mayor Gary Herzig, and Albert Colone. All guests departed the meeting at 9:00am, with the exception of Matthew Hulse and Mayor Gary Herzig who stayed for the duration.

CHAIRMAN'S REMARKS

Chairman R. Hulse, welcomed the board members and guests and moved immediately to the agenda with the approval of meeting minutes.

MEETING MINUTES

R. Hulse presented the meeting minutes from the June 28th COIDA and OCCRC board meetings. He also presented the July 12th Audit and Finance Committee and Projects Committee minutes. Board members were giving a copy of the minutes prior to the meeting to review. There being no corrections to be made, R. Hulse made a motion to approve the meeting minutes. C. Robinson seconded the motion and it was approved by the remaining members.

TREASURER'S REPORT

Treasurer, J. Lord, was absent from the meeting. Remaining board members were given a copy of the minutes from the July Audit and Finance meeting, as a review of the committee. Board members were also given a copy of the CFO's reports and J. Zakrevsky's amended budget.

BILLS TO BE PAID

M. Marino provided a report reviewing the bills to be paid, and the deposits that have been made during the month of July. There was nothing out of the ordinary for the checks or deposits. The largest expense of the month came from three different invoices from Delaware Engineering, for the Railyards and the Route 205 traffic study. The largest deposit was an administrative fee from Corning. All others were normal operating expenses and income.

COMMITTEE REPORTS

❖ GOVERNANCE COMMITTEE

Governance meetings are quarterly. There was no Governance meeting in July 2018.

❖ AUDIT AND FINANCE COMMITTEE

The Audit and Finance Committee meeting was held on July 12th. Please refer to the 'Treasure's Report', as the report for the Audit and Finance Committee.

❖ PROJECTS COMMITTEE

The Projects Committee meeting took place on July 12th. The board was given a copy of the meeting minutes from that meeting as a reference of the on-going project activities.

GUEST PRESENTATION

Stephen R. Smith, of Mohawk Valley Economic Development District updated the board on a new Agri-business loan fund that is now available in NYS. This loan would only be available to sole proprietorships or corporations that are involved in agriculture-related businesses. One incentive that might appeal to those looking for a loan is that job creation is encouraged, but not a requirement to be approved for an agri-business loan.

CEO'S REPORT

J. Zakrevsky updated the board on the following projects:

- Custom Electronics – A grant application was sent to the NYS Division of Homes and Community Renewal in the amount of \$750,000. The total cost of the expansion is approximately \$2.2 million.
- Brooks – J. Zakrevsky advised the board that he would no longer be submitting a CFA for the Brooks Bottling expansion, per their request.
- Coditum – Otsego Now was invited to submit a full application to ARC for funding. M. Marino is working on the application that is due August 15th. J. Zakrevsky advised the board of a letter from the Otsego County Chamber of Commerce President, Barbara Ann Heegan,

questioning the feasibility of the program and suggesting getting the school boards involved at future meetings.

- Schenevus Industrial Park – The Otsego County Intergovernmental Affairs Committee is recommending approval for \$50,000 of county program income to be allocated for a feasibility study of an industrial park in Schenevus. J. Zakrevsky also submitted a CFA for an additional \$50,000 towards the study.
- Andela Products/Ruby Lake Glass – The company recently completed a grant application for just under \$1 million to complete an approximate \$5 million business park in Richfield Springs. The project would cover approximately 23 acres and would house both businesses; Andela Products and Ruby Lake Glass. It's possible that the IDA will be involved in issuing bonds and a possible PILOT agreement.
- NYSEG – J. Zakrevsky submitted a CFA for \$3.5 million to build a decompressor station in the Oneonta area. Estimates for the project are approximately \$17 million, but J. Zakrevsky has requested a full breakdown of cost estimates from NYSEG.
- Steiner's Packing Co. – M. Marino submitted a CFA for their project to expand their facilities. J. Zakrevsky commented that the Agri-business Loan Fund, that Stephen Smith presented earlier in the meeting, would be a good fit to help Steiner's with financing for their project.
- 56899 Oneonta Airport Study – Otsego Now received 2 proposals to complete the Oneonta Airport Study; one from McFarland Johnson and the other from BCA/D&K Aviation Services. J. Zakrevsky had three individuals read through both RFPs and provide their suggestions to him. J. Zakrevsky advised board members that all three individuals chose McFarland Johnson. He explained that since McFarland Johnson is currently working on the Oneonta Airport Master Plan update for the City; they are already well-invested in the airport and have similar experience with small airports in the past. Nonetheless, J. Zakrevsky provided all board members with copies of both RFPs to review. All present board members agreed to use Mc Farland Johnson for the Oneonta Airport Study.

RESOLUTIONS AND MOTIONS

Authorizing McFarland Johnson to Complete the Oneonta Airport Study.

Through the COIDA RFP process, two companies submitted proposals to complete a study on the Oneonta Airport. After reviewing both proposals, COIDA board members chose McFarland Johnson to complete the study.

J. Joyner made a motion to approve. R. Hulse seconded, and the motion was approved by all members.

NEW BUSINESS / UNFINISHED BUSINESS

A. Marietta expressed a desire for the IDA, or similar organization, to prepare an economic impact study for Otsego County. A. Marietta provided the example of Springbrook; what money is going into Springbrook? And going out? What do their employees do with the money? Etc. After a brief discussion about the feasibility and benefits of an economic impact study, it was suggested that the study should possibly be broadened to the entire Mohawk Valley region and reach out to Mohawk Valley Edge to see if they've already done something similar. Other suggestions included reaching out

to colleges to see if it could be fit into a project for students. R. Hulse suggested that A. Marietta take task on the idea and P. Kennedy offered her help, as needed.

Johna Peachin addressed the board, as part of the Market Street Alliance, with Bryan Shaughnessy. The Market Street Alliance are a group of Oneonta residents that put an offer on the 12 Tribes owned property, 27 Market Street, contingent upon the ability to use the NY Restore Grant that the City holds. She spoke of the group's desire to either restore the building, or tear it down depending on its condition, and create a food and beverage center. The center would include such things as tasting rooms for local businesses, space for a master distillery for classes, a shop offering local products, etc. She referenced a similar facility in Walla Walla, Washington.

Keith Schue, representing Otsego 2000, spoke to the board about a need for strategic planning for Otsego's energy use now and in the future. J. Zakrevsky advised Mr. Schue that he was thrust into the position of working to address the county's need for increased energy capacity. To bring in new businesses and expand existing ones, we first need to fix our natural gas shortage and electrical restrictions. J. Zakrevsky invited Mr. Schue to any future energy meetings to provide his knowledge on the subject and lend ideas.

EXECUTIVE SESSION

J. Joyner made a motion to enter executive session with Mayor Gary Herzig, board members, Matthew Hulse, and Otsego Now staff, under the Public Officers Law, Article 7, Open Meetings Law Section 105, at 9:00am for the following reasons: To discuss the purchase of property and the financials of two companies. The motion was seconded by C. Robinson and approved by all members present. The board entered executive session at 9:00am.

No action was taken during executive session.

T. Armao made a motion to enter back into public session; J. Joyner seconded, and all members approved. The board exited executive session at 9:44am.

ADJOURNMENT

There being no further business to discuss, T. Armao motioned to adjourn the meeting at 9:46am. C. Robinson seconded, and the meeting was adjourned.

UPCOMING MEETING SCHEDULE

- Audit & Finance Committee Meeting / Projects Committee Meeting / Governance Committee Meeting – August 9th, 2018 at 8:00am.
- COIDA/OCCRC Board Meeting – August 23rd, 2018 at 8:00am.

***All meetings are held at the Otsego Now offices at 189 Main Street, Oneonta. NY. 13820**