

COUNTY OF OTSEGO INDUSTRIAL DEVELOPMENT AGENCY
January 24, 2019

MEETING MINUTES

CALL TO ORDER

Secretary, Craig Gelbsman., called to order the meeting of COIDA at 8:04am at the Otsego Now offices located at 189 Main Street, 5th floor, Oneonta, NY. Meaghan Marino conducted roll call and determined there was a not a quorum at the start of the meeting. By 8:30, enough voting members were present for a quorum. Voting members present included:

Craig Gelbsman
Tom Armao
Andrew Marietta*

Cheryl Robinson
Jeffery Joyner*
Richmond Hulse, Jr.**

Absent Board Member(s): Jeffrey Lord, Patricia Kennedy

Also, in attendance:

GUESTS

Steve Barton, Schenevus Planning Committee

STAFF

Jody Zakrevsky, CEO
Meaghan Marino, Dir. Of Finance & Admin

COUNSEL

Kurt Schulte, Agency Counsel

*Arrived after the start of the meeting

** Richmond Hulse, Jr. attended the meeting via phone conference, but was ineligible to vote on meeting items

CHAIRMAN'S REMARKS

Secretary, C. Gelbsman, welcomed fellow board members and guests and opted to move immediately into the agenda.

GUEST PRESENTATIONS

Steve Barton, Schenevus Planning Committee, told the board that he was in attendance just to listen and learn. He did update the board that the draft Schenevus Comprehensive Plan will be presented to the Town Board in February. He also advised that the Loft Bridge, in Schenevus, has been "red flagged" and emergency services are unable to get over it. He has a meeting with Senator Seward in hopes of getting aid to repair the bridge.

MEETING MINUTES

C. Gelbsman presented the meeting minutes from the December 27th COIDA board meeting. Board members were given a copy of the minutes prior to the meeting to review. There being no corrections to be made, C. Robinson made a motion to approve the meeting minutes. T. Armao seconded the motion and it was approved by the remaining members.

TREASURER'S REPORT

Treasurer, J. Lord, was absent from the board meeting. Board members were provided with the financial reports that were presented at the January Audit & Finance Committee meeting and a draft copy of the meeting minutes from that meeting, as a report of the committee.

BILLS TO BE PAID

M. Marino provided a report reviewing the bills to be paid, and the deposits that have been made since the January Audit & Finance meeting. There was nothing out of the ordinary for the checks or deposits. A. Marietta made a motion the pay the bills presented. T. Armao seconded the motion was approved by the remaining members.

COMMITTEE REPORTS

❖ GOVERNANCE COMMITTEE

The Governance Committee meeting was held on January 10, 2019. Board members were given a draft copy of the meeting minutes as a review of that meeting.

❖ AUDIT AND FINANCE COMMITTEE

The Audit and Finance Committee meeting was held on January 10, 2019. Please refer to the 'Treasurer's Report', as the report for the Audit and Finance Committee.

❖ PROJECTS COMMITTEE

The Projects Committee meeting was held on January 10, 2019. Chair of the Projects committee, C. Robinson advised board members to refer to the draft meeting minutes from that meeting as a review of the committee.

T. Armao made a motion to approve the report of the committees. A. Marietta seconded, and the committee reports were approved by remaining board members.

NEW BUSINESS / UNFINISHED BUSINESS

- **OCCRC funds to IDA 2015** – M. Marino reminded the board that at the Audit & Finance meeting she advised that \$78,000 was leftover in the IDA's account from funds given by the OCCRC for the Richfield Springs Comprehensive plan. At that meeting, she asked if the money should stay with the IDA as revenue or be reimbursed back to the CRC. Because the Richfield Springs Comprehensive Plan was completed in 2018, that funds need to be moved to the correct place prior to the financial audit. Board members agreed to keep it in the IDA's account as revenue, for the time being.
- **Purchase of Property at the Oneonta Business Park** – K. Schulte advised that he received two different estimates from survey companies to do a survey on 159 Pony Farm Road; Rasmussen Surveyors and R. Braun Land Surveyors. Board members agreed to use R. Braun Land Surveyors, due to time constraints and the price estimate. K. Schulte also advised the board that he sent the contract to the property owner's attorney and it was sent back with one revision; the owner will not be able to clear the house until April 1st, at the latest. Board members had requested the closing of the property be done prior to March 1st, to get it off the tax rolls. A brief discussion ensued, and members authorized K. Schulte to have the survey done with R. Braun Land Surveyors. They also advised him to go back to the seller's attorney and try to reduce the purchase price by \$4,000 (or the approximate cost of 2019 taxes).
- **Andela Products** – J. Zakrevsky updated the board on the status of the County's program income. Originally, \$100,000 had been committed to Coditum, but with that program no longer feasible, the County must commit those funds for other uses. J. Zakrevsky advised that he recommended \$50,000 of the funds to be used for an energy consultant for the County's new Energy Task Force. The other \$50,000 he has requested be used for a feasibility study for Andela Products/Ruby Lake Glass industrial park in Richfield Springs. J. Zakrevsky met with Cynthia Andela and a representative from Keystone Associates, who did the original plans for Richfield Springs. New plans will need to be produced, but based on Keystone's original plans, he believes that Andela's project would fit in the park. Because some of the land will have Native American artifacts on it, J. Zakrevsky believes that some of the land has the potential to be used for Richfield Springs Youth Baseball or solar fields. He also noted that Youth Baseball program thinks Andela moving to the site (that they currently use for baseball) is a great idea and they are already talking to the local schools to move their program. He also noted that with Andela/Ruby Lake Glass being owned by one single company, there would be no need to establish a water district – instead, they would be established as an "out of district user". Should additional companies occupy the park in the future, a water district would need to be established. J. Zakrevsky advised that he will be submitting a grant application for water/sewer/road.
- **Housekeeping Resolution** – J. Zakrevsky reminded the board that the February board meeting will be our annual meeting, at which board members will vote on committee members, audit firms, law firms, etc. J. Zakrevsky recommended keeping everything as is but asked the board to think about it for the next meeting.
- **General Electric Energy Proposal** – GE provided a proposal to the IDA to do a study on energy use in the Rail Yards. Board members had requested that J. Zakrevsky issue an RFP to see if similar companies could do the work, but because of the scope of the work they proposed, J. Zakrevsky had a hard time issuing an RFP to a similar company. A brief discussion ensued, and it was decided that the IDA would wait for Strategic Rail Finance to complete their consultant work on the Rail Yards and, based on their findings, go to GE in the future if we want to go through with the proposal.
- **I-88 Corridor Study** – A. Marietta updated the board that the IGA committee for the county voted on an engineering firm to complete the I-88 Corridor study. The County board will vote on it in February.

- **Southern Tier 8** – A. Marietta advised the board that Southern Tier 8 has an opening on their board and David Bliss, County Board Chairman, has nominated County Representative Liz Shannon to join.
- **Rail Yards** – C. Gelbsman asked for an update on the work in the Rail Yards. J. Zakrevsky advised that Delaware Engineering should be done in March.

ADJOURNMENT

There being no further business to discuss, J. Joyner made a motion to adjourn the meeting. C. Robinson seconded the motion, and the meeting was adjourned at 9:02am.

UPCOMING MEETING SCHEDULE

- Audit & Finance Committee Meeting / Projects Committee Meeting – February 14th, 2019
- COIDA/OCCRC Board Meeting – February 28th, 2019 at 8:00am.

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