

**COUNTY OF OTSEGO INDUSTRIAL DEVELOPMENT AGENCY
OTSEGO COUNTY CAPITAL RESOURCE CORPORATION**

**PROJECTS COMMITTEE
MARCH 12, 2020
MEETING MINUTES**

CALL TO ORDER

The COIDA's and OCCRC's joint Projects Committee meeting was called to order at 8:39am at the Otsego Now offices located at 189 Main Street, Suite 500, Oneonta, New York. Committee members present were:

Cheryl Robinson
David Rowley
Jeffery Joyner

Andrew Marietta
Jeffrey Lord
Craig Gelbsman

Also, in attendance:

STAFF

Jody Zakrevsky, **CEO**
Meaghan Marino, **Dir. of Finance and Admin.**

CHAIRMAN'S REMARKS

Projects Chair, Cheryl Robinson, welcomed committee members and staff. She advised members that she spoke with J. Zakrevsky about identifying the priority projects for 2020 and updating the project trackers to reflect any changes.

MEETING MINUTES

C. Robinson requested a motion to approve the February 6th Project Committee meeting minutes. Committee members were given a draft copy of the minutes prior to the meeting for review. There being no corrections to be made, D. Rowley made a motion to approve the meeting minutes. J. Lord seconded the motion and the motion was approved by remaining board members.

2020 PRIORITY PROJECTS

J. Zakrevsky reviewed with committee members his list of 2020 priority projects for Otsego Now:

1. The Oneonta Rail Yards – J. Zakrevsky advised the board that he updated the Rail Yards project tracker to focus now on the development of the Rail Yards, since the environmental phase and GEIS are complete.
2. Richfield Springs Eco-Business Park – Hopefully construction can begin in 2020, or at the latest, Spring 2021.
3. Custom Electronics – Although Custom Electronics current project should be completed within the next six months, J. Zakrevsky explained that Custom Electronics remain a priority project because of their continued talks of business expansion. Currently, they have approximately 110 employees, and if they had many more to their workforce, they will effectively be out of room in their current facility.
4. Catskill Packing, LLC. – J. Zakrevsky focused on the budget for this project and how those numbers would be conveyed to committee members on the trackers. Currently, Catskill Packing has an ESD grant and both MVEDD and the Broome County IDA have expressed interest in financing the project. The IDA also stands to make a profit off the sale of the property in the Oneonta Business Park.

CEO REPORT OF PROJECTS

J. Zakrevsky recapped some of his activities since the January Projects Committee meeting until now. He also provided members with a detailed update of some of the IDA's ongoing projects. The following topics were discussed in greater detail:

- **Oneonta Rail Yards** – J. Zakrevsky updated the board on two proposals that he intends to receive to do site plan work for the Oneonta Rail Yards. Due to MWBE requirements on some of the grants that the agency currently has, Schumaker Engineering (an MWBE firm) and the MRB Group (will hire MWBE subconsultant) will be the two agencies to provide proposals. The main purpose of the site plan work is to subdivide the land owned by the IDA in the Rail Yards, so that individual parcels may be sold to prospective businesses. J. Zakrevsky expects the proposals to come back in multiple phases; 1. The master plan/subdivision and 2. Engineering design work for water/sewer/natural gas extensions. He also explained that we have a Community Clean-up day scheduled to clean up the Rail Yards in conjunction with the YMCA and Hartwick College on the weekend of April 25th. C. Robinson requested that the project trackers budget/funding numbers be updated for the next meeting.
- **Andela Products/Ruby Lake Glass** – The MRB Group is finishing up the EDA grant they are working on for the Richfield Springs Business Park. We received a draft copy of the application and forwarded it to the MVEDD to review and provide comments. They provided their comments and they have been incorporated into the application. C. Robinson questioned the partnership of the owners on this project; and asked if one of the partners still had uncertainty on moving forward. J. Zakrevsky advised that we are still in the same place, but Andela Products is trying to make the project work regardless. Whether that is feasible or not, J. Zakrevsky is unsure. J. Zakrevsky did say that we need commitment letters from both companies (Andela and Ruby Lake) in order to submit the EDA application, so we should know by next week if it will move forward with both partners or not.

- **Custom Electronics** – J. Zakrevsky explained that the Custom Electronics expansion project is moving along nicely, with nothing major to report. They have hire 32 employees, as of now, but have lost several of them to Amphenol in Sidney, NY. However, 15 of the people that they hired came from Sidney, so he explained that is probably that they got trained and decided to work at Amphenol instead. J. Zakrevsky gave them three suggestions; 1. look to hire people East of Oneonta, 2. when training for specific positions, like welding, have them sign non-compete agreements for two years, 3. They made a significant amount of profits this year over last, they could consider a profit-sharing plan for their employees. Board members also suggested a competitive salary/benefit analysis of what Amphenol is doing. J. Zakrevsky shared with the committee an article in the Hometown Paper about Custom Electronics, their work, and their need for a skilled labor force. The hope is that the article will get more people interested in working for Custom Electronics. C. Robinson suggested that since this project is closing out, that we update the project trackers with the finalized budget/funding numbers to keep for historical purposes.
- **SUNY Oneonta** – J. Zakrevsky advised the board that he is doing more outreach with SUNY Oneonta to discuss with them where the IDA can work with them on projects in the future. One such project, is the idea for a business incubator, similar to the Kaufman Incubator in Binghamton, which is run by the State University in Binghamton. In the next two-three years, J. Zakrevsky hopes that SUNY Oneonta would be willing to partner on an incubator in the Rail Yards.
- **Pending Sales** – J. Zakrevsky advised that he has added a section to his Director’s Report pertaining to pending sales of agency properties, and responses to referrals. The IDA did receive a request from the ESD Utica office for a potential 50-acre site for a Solar/Wind Farm. J. Zakrevsky submitted a 150-acre site that is currently owned by the County in Schenevus. D. Rowley questioned why the request came in as “solar” and “wind”. J. Zakrevsky was unsure, and said that ESD came him very little information to go off, and only five hours to respond to the request. There are two potential sales for the Oneonta Business Park; one being our property and another is owned by someone else, but still located in the Oneonta Business Park. The pending sale for the IDA-owned parcel in the Oneonta Business Park would be for the Halal Meat Processing Facility that the IDA did an ESD grant application for. J. Zakrevsky advised the committee that Otsego Now, the Small Business Development Center, and CADE will go before the Town of Oneonta board to request applying for a CDBG grant for the project. Maps of the site in Schenevus and the Oneonta Business Park were made available to the Committee to refer to.

NEW/UNFINISHED BUSINESS

There was no new or unfinished business to attend to.

ADJOURNMENT

There being no further business to discuss, D. Rowley made a motion to adjourn the projects committee meeting at 8:53am. J. Joyner seconded the motion, and it was approved by remaining members.

UPCOMING MEETING SCHEDULE

TBD.