

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

**PROJECTS COMMITTEE
November 10th, 2022
MEETING MINUTES**

CALL TO ORDER

The COIDA and OCCRC's joint Projects Committee meeting was called to order at 8:31am at the Otsego Now offices at 189 Main Street in Oneonta, NY. Members present included:

Cheryl Robinson
Tom Armao
Jeffery Joyner*
David Rowley

Patricia Kennedy
Andrew Marietta (v)*
Jeffrey Lord
James Seward*

Also, in attendance:

STAFF

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

* Departed before end of meeting

(v) – virtual. Members attending the meeting virtually are not counted towards a quorum and not eligible to vote on items.

CHAIR'S REMARKS

Projects Chair, C. Robinson, moved immediately into the agenda.

MEETING MINUTES

C. Robinson requested a motion to approve the October 13th 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.

CEO REPORT OF PROJECTS

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

- **Oneonta Rail Yards** – J. Zakrevsky noted that Robinson Construction, who had done work for the City of Oneonta over the summer and used IDA property in the Rail Yards to store their equipment, has advised that they will be coming back to the property to re-level the ground, as there are some ruts. Members confirmed that there is no cost to the agency, as it was part of their agreement for using the property. J. Zakrevsky noted that they will be providing an estimate to re-level the rest of the acreage in the Rail Yards owned by the IDA. J. Seward remarked that he was at an event with Bob Brzozwski, of the Greater Oneonta Historical Society, who mentioned that GOHS was installing a historical marker for the Roundhouse in the Rail Yards. J. Seward asked if this marker was going on IDA property. M. Marino noted that originally it was, but yesterday GOHS called and advised that they moved the location to Treffeisen property. T. Armao questioned what should happen if development of the property would need the marker moved to another location. M. Marino advised that in dealing with GOHS it was noted that moving the marker in the future, for the sake of development could happen. Although staff has not seen the new placement of the marker, if it is on Treffeisen property, moving it in the future for development wouldn't be likely.
- **Richfield Springs (RS)** – J. Zakrevsky advised that the agency is currently out to bid for a construction manager for this water/sewer/gas installation project. EDA has noted concerns with the way ownership of the property was presented to them by our counsel. They advised that they have not received an abstract or title insurance showing IDA ownership. Agency counsel, Kurt Schulte, is working with EDA to resolve the issue. EDA also received the final drawings from Keystone and is working with them on a few minor issues that need to be corrected. Once that's done, the agency will be ready to go to bid for construction firms. D. Rowley asked what Keystone's original estimate for construction was. J. Zakrevsky advised that it was approximately \$1.9 million, with the total project cost being approximately \$2.4 million, which includes fees, contingencies, attorney fees, etc. J. Zakrevsky noted that the agency has requested \$500,000 in grant funding through ARC, which would be instrumental in completing this project on the likely chance that there is cost overrun, since it's been a year since those estimates were provided. J. Lord mentioned that at the last Projects Committee meeting the debate between who would own the newly constructed lines and who would maintain them, between the Village and the Town, was brought up. He asked if there has been any movement on clearing up these issues. J. Zakrevsky advised that counsel, Joe Scott, is scheduling a call with Village and Town attorneys to try and clear up any unresolved issues. Joe Scott has indicated to both that the concept is that the Town will own the lines once the project is complete, as they will get the revenue from them.
- **Innovation/Acceleration Center (IAC)** – J. Zakrevsky advised that Hartwick College has been persistent in requesting that the IAC be moved up to their campus, as they already have a designated space for this project. Although they have no equipment in the proposed space, they would like to utilize the \$150,000 grant that the IDA received for the project to build it up. C. Robinson noted that the board has already said no to this request and there isn't a reason to continue going back and forth on it. J. Seward asked who these discussions are with at Hartwick. J. Zakrevsky advised that the conversations have been with Michael Walsh, who is their new Director for their Innovation Center on campus, and the Chief of Staff to the new President of the college. Members noted that

both college Presidents, Hartwick and SUNY Oneonta, are communicating regularly and both want an increased presence in downtown Oneonta. Members agreed we'd love the help and involvement of both colleges, but want them to come to Main Street for the program. J. Zakrevsky advised that he pitched the idea of the two colleges and the IDA coming together to purchase a building downtown for the program. He also suggested that should the IDA received the \$1.3 million USDA RISE grant, he wouldn't be against giving the funds to SUNY Oneonta or Hartwick to own the building themselves. D. Rowley asked when we expected to hear about the grant award. J. Zakrevsky noted that now that the election cycle is over, he expects to hear from USDA fairly soon. As J. Zakrevsky is actively searching for a IAC Director, C. Robinson asked about the timing since there isn't a building for the project. J. Zakrevsky noted that the \$150,000 ARC grant would pay for the Center Director for the next 18mo. while that person worked to get the program up and running. That ARC grant also was applied for with the understanding that the IAC would start in the conference/training space in our offices, as the USDA grant is not guaranteed. Members suggested going into executive session at the end of the meeting to discuss the applicants that the agency has already interviewed for the position.

NEW/UNFINISHED BUSINESS

- **Otsego County Budget Appropriation** – J. Zakrevsky advised that the 2023 budget for the County was released, and it lists the agency's appropriation as \$275,000, but does not break it down as ARPA funds. It's his hope that the agency can continue to push the County to keep that allocation at that amount in future years. A. Marietta noted that that conversation would not be had until closer to the end of 2023 for the 2024 budget and it wouldn't be worth J. Zakrevsky's time to ask for the funding now. C. Robinson asked A. Marietta (County Board Rep.) that if the agency doesn't have guaranteed funds year over year, how is the IDA supposed to operate? A. Marietta noted that the other option would be a contract with the County. Most agencies receiving funding from the County have to ask each year for those funds, except for agencies that have pass-through funding that are tied to contracts. He advised that he would be happy to bring the idea forward of a multi-year contract to the board on behalf of the IDA.
- **IOXUS** – J. Zakrevsky met with staff from IOXUS to review the documentation needed to begin the reimbursement process for the CDBG funds that they were awarded.
- **Brooks Bottling** – The agency received permission from the Town of Oneonta to apply for CDBG funding on their behalf for Brooks Bottling. They have approximately \$1.1 million in equipment needs to expand their plant operations. They currently have approximately 45 employees and will add another 12 as required by the grant funding, should they be awarded.
- **Cooperstown Housing Project** – J. Zakrevsky noted to the board that he has been involved with a somewhat confidential housing project being proposed in the Cooperstown-area. Although the IDA is not getting heavily involved in this project, J. Zakrevsky did reach out to a housing developer from N. Carolina, whom he has worked with in the past, who specializes in projects involved in low-moderate income housing tax credits. The developer recommended using essential function bonds for projects of this nature, which is somewhat of a new method for investing in housing projects. This project calls for market-rate housing, and our counsel, advised that we could use a 501c3 to obtain these essential bonds. However, the developer noted that once you use a 501c3, you're bound to create low-moderate income housing, not market-rate. The developer recommended getting the County involved and using a County housing authority, however, Otsego

County doesn't have a County Housing Authority. J. Zakrevsky noted that the City of Oneonta has a Housing Authority, and it wouldn't be hard to create County Housing Authority from the City's. C. Robinson noted that it feels like the IDA is already getting too involved in this project, which is more than staff can presently handle. T. Armao asked if this developer has interest in taking on this project, and J. Zakrevsky advised that they would. D. Rowley asked who would step in if the IDA doesn't help. C. Robinson suggested that J. Zakrevsky be the conduit to bring the other parties together, but that be where the IDA involvement end.

- **ZAED Properties** – J. Zakrevsky noted that we are supposed to receive the closing documents for the PILOT for ZAED Properties project sometime next week, as the agency would like to close on that in December.
- **Centrome d/b/a Advanced Biotech** – J. Zakrevsky noted that this project has gone from \$5 million originally to \$14 million. They are now projecting not finishing their project until the end of December, 2023. The agency is holding another public hearing on November 28th to revisit that issue and to potentially increase the benefits, primarily sales tax, to this project. T. Armao asked if they were creating more jobs with the increased amount of benefits. J. Zakrevsky advised that originally they noted they would be creating 10 jobs, but they are in the process of filling out a new application which would list how many additional job they may, or may not, be creating.
- **Oneonta Airport** – Both T. Armao and C. Robinson noted that people have approached them about the IDA taking ownership of the Oneonta Airport. Both have advised that the IDA has too much going on right now and that for at least the next two years, this topic will not be on the IDA's agenda.

EXECUTIVE SESSION

D. Rowley made a motion to enter executive session with committee members and staff, under the Public Officers Law, Article 7, Open Meetings Law Section 105, at 9:00am for the following reasons: To discuss personal for the agency and salary. C. Robinson seconded the motion, and it was approved by all committee members present. The committee entered executive session at 9:00am.

There was no action taken in executive session.

D. Rowley made a motion to enter back into public session; T. Armao seconded, and all members approved. The committee exited executive session at 9:41am.

ADJOURNMENT

There being no further business to discuss, D. Rowley made a motion to adjourn the Projects Committee meeting at 9:42am.

UPCOMING MEETING SCHEDULE

The next Projects Committee meeting will be held on December 8th, 2022 at 8:00am.