

WYOMING COUNTY IDA BOARD MEETING MINUTES

The WCIDA Board of Directors met on March 28, 2013 at 2:30 p.m. at the Wyoming County Business Services Center, 6470 Route 20A Perry, New York 14530.

1. Roll call was taken. In attendance were: Norb Fuest, Chairman; Amanda Parker, Vice Chair; Bruce Camp, Treasurer; Jim Pierce, Executive Director; Robin Marschilok, Program Manager.
Absent: James Morey, Secretary; Mark Merrill, Assistant Secretary
Also in attendance:
J. Fleischman, Jerry Davis, Wyoming County Board of Supervisors
Art Buckley, Wyoming County Planning
Alex Pierce, Community Action
2. **Guest Introduction** J. Pierce introduced Alex Pierce, the new Executive Director of Community Action.
3. **Administrative**
Minutes of the February 28, 2013 Board meeting were reviewed. A motion was made by B. Camp and seconded by A. Parker to accept the minutes. The motion was unanimously approved.

The financial reports from February 2013 were reviewed and accepted on a motion made by B. Camp, seconded by A. Parker. The motion was unanimously approved.

At its February meeting the Board suggested that the agency should develop a policy of procedure for receipt, retention, investigation and/or referral of complaints regarding accounting, reporting and internal controls. R. Marschilok drafted the policy and it was reviewed by the Board. After review, the Board approved and adopted the Policy on a motion made by B. Camp and seconded by A. Parker. The motion was unanimously approved. The Board then completed the effectiveness of internal controls review required by the PAAA. The Effectiveness of Internal Controls was then approved on a motion made by B. Camp and seconded by A. Parker. The motion was unanimously approved.

4. **Executive Director's Report**
J. Pierce presented a proposal to the Board for the acquisition of 4.2 acres of commercial property in the Village of Arcade. The property has municipal water and sewer and the benefit of Arcade Electric service to it. The property is now owned by the Village with the asking price of \$65,000. After discussion the Board agreed Pierce should make an offer to purchase the property for possible resale to a business prospect. B. Camp made a motion, which was seconded by A. Parker, for approval of the real estate acquisition. The Motion was unanimously approved.

Pierce updated the Board on the Attica Rail Project activity. After discussions again with Dan Kirsch, Hillcrest has now agreed to provide a larger portion of land to accommodate the rail project. The Board discussed structuring ownership of the property and a suggestion was made to use the WCBC Washington, LLC controlled by the WCBC in order to eliminate any potential environmental concerns with the property and to make it cleaner to do a PILOT with the IDA. Pierce will discuss this with the WCBC Board at its April 3rd meeting. The Board requested that Pierce reach out to the new Mayor of Attica to ensure local officials are in favor of the project moving forward.

J. Pierce then reported to the Board on other activities he has been working on including; ACO merger with Game-wear, Devin Manufacturing's new prospective buyers, Hilec vacant building in Arcade, and the Ed Hulme gravel pit project being put on hold. Pierce also stated that Attica Millworks has decided to stay in Attica and is no longer looking to merge with Braun Millworks in Arcade. American Heritage

Homes has partnered with Ron Eishenlauder to move forward with the concept to manufacture modular homes out of the former Robeson location in Perry, now owned by Toy Storage, Inc. The BNE provided Pierce with leads on a couple of yogurt operations looking for property in Wyoming County close to major highways and having the water/ waste capacity needed. Two potential sites were submitted.

5. **Strategic Plan**

Marschilok discussed the progress of the website content. With the alignment of the WCBC with the IDA we will now be adding to the sites information that is sought by business looking for locations such as available buildings and site and demographic information. The content has been forwarded to the web designers.

6. **Other Business / Correspondence**

Marschilok presented the Board with a request from Noble Environmental for the approval of a sub-lease arrangement with a property included in the Noble Bliss Wind Lease/PILOT. The Property had previously been sub-leased, the tenant passed away and Noble would like to sub-lease to a new tenant to continue upkeep and maintenance on the property. Section 4 of the Agency lease agreement requires Noble to ask for IDA Approval before any transactions such as this can occur. The Board asked Marschilok to find out what the property is used for and why it was included in the Wind Project.

Pierce presented the Board with a request from Scott Crompton of Yogi Bear Jellystone Park in Java. Crompton has solidified a sale of the campgrounds and needs approval from the IDA Board to transfer the current Agency Lease/ Pilot Agreement to the new owners. Crompton has included his intentions to pay off the current debt to the WCBAC once the sale is complete. The Board approved the transfer of lease request and asked that the information regarding the transaction be sent to IDA Counsel, Eric Dadd, for review before any final documents are executed. The request was approved on a motion made by B. Camp and seconded by A. Parker. The motion was unanimously approved.

7. **Guest Reports**

There were no guest reports.

Jim Pierce discussed a new program involving development of a brand identity for the GLOW region which was recently introduced to local agencies by Idea-makers.

The Wyoming County IDA has been asked to serve as a node for a new program focused on entrepreneurial activities across a 9 county region, a project of the Entrepreneurship and Innovation Workgroup of the Finger Lakes Regional Economic Development Council.

There being no other business the meeting was adjourned at 4:20 p.m. by unanimous consent.

The next regular scheduled WCIDA Board meeting will be April 25, 2013 at 2:30 p.m. at the Wyoming County Business Services Center.

Minutes prepared by R. Marschilok