

## WYOMING COUNTY IDA BOARD MEETING MINUTES

The WCIDA Board of Directors met on January 12, 2023 at 2:30 p.m. at the Wyoming County Business Center, 36 Center Street Warsaw, New York 14569.

### **1. Roll call to establish quorum**

Chairman Dadd, called the meeting to order at 2:32 p.m., in attendance were: Mark Dadd, Chairman; Rebecca Ryan, Treasurer; Thomas McCormick, Secretary; James Rutowski, Director; James Pierce, Executive Director; Robin Marschilok, Director of Operations; Jennifer Tyczka, Program Manager; and Kevin Zanner, Hurwitz & Fine, Agency Counsel.

Absent: A. Douglas Berwanger, Vice-Chairman; Niccole Hastings, Director; E. Joseph Gozelski, Director, and Scott Gardner, Economic Development Specialist

Guest: Joseph Kehm, EFPR Group, CPAs, PLLC

### **2. Administrative**

#### **A. Review/approve minutes from November 10, 2022 Board Meeting**

The minutes from the November 10, 2022 Board Meeting were reviewed. A motion was made to accept the minutes by T. McCormick. The motion was seconded by J. Rutowski and unanimously carried.

#### **B. Review and approve Financial Statements from November and December 2022**

R. Marschilok presented the financial reports from November and December 2022. After review the Board approved the financial reports on a motion made by R. Ryan. The motion was seconded by T. McCormick and unanimously carried.

#### **C. 2022 Audit overview with Joe Kehm from EFPR (the IDA's new auditing firm)**

Pierce reminded the Board that we have a new auditing firm due to the previous firm no longer providing their auditing service to us. Pierce then introduced Joe Kehm from EFPR Group, who joined the meeting via Zoom in order to present his proposed audit overview to the Board. Kehm joined the meeting at 2:37p.m. and reviewed his presentation of audit services, which he had previously supplied to the IDA staff. After his review the Board thanked Kehm for his review. Kehm then left the meeting at 3:01p.m.

#### **D. Review/approve WCIDA 2022 Investment Report**

R. Marschilok reviewed the Annual Investment Report for the WCIDA. After review the Board approved the WCIDA 2022 Investment Report on a motion made by T. McCormick. The motion was seconded by J. Rutowski and unanimously carried.

#### **E. Review/approve the memorandum of understanding with the Wyoming County Business Center for administrative services by the IDA in the amount of**

**\$20,000 for 2023.**

Pierce asked the Board to consider renewing the annual MOU for administrative services for the Wyoming County Business Center, with no changes to the contract. The Board approved the MOU for 2023 on a motion made by R. Ryan. The motion was seconded by J. Rutowski and unanimously carried.

**F. Review/approve IDA Board Meeting Schedule for 2023**

The Board discussed the meeting schedule and agreed to keep the meetings the same, on the second Thursday of every month at 2:30 p.m. followed by the Wyoming County Business Assistance Corporation Board Meeting. T. McCormick made a motion to keep the meeting schedule the same. R. Ryan seconded the motion and it was unanimously carried.

**3. Action Items**

**A. Request from Morton Salt to amend their sales tax inducement to cover an unexpected cost overrun of building materials.**

Pierce shared with the Board a request, included in the packet, from Morton Salt for additional sales tax exemption allowance. Morton Salt had been approved for an allowance of \$235,120 in sales tax exemption but due to unexpected material cost increases they have asked for an additional allowance of \$83,544 in sales tax exemption. After review the Board agreed to the request on a motion made by J. Rutowski. The motion was seconded by R. Ryan and unanimously carried.

**B. Request by Tompkins Community Bank to have the IDA join in a new mortgage consolidation agreement for Alpine Acres, LLC (East Hill Creamery).**

Pierce presented a request from Tompkins Community bank to allow the IDA to join in a mortgage consolidation agreement for Alpine Acres, LLC in Perry. Due to the IDA having a lease hold interest in the property the IDA is named as a mortgagor on the original mortgage and will have to sign the mortgage for the consolidation as well. The Board authorized Pierce to sign the new documents, which will be reviewed and approved by Counsel prior to signing, on a motion made by R. Ryan. The motion was seconded by T. McCormick and unanimously carried.

**4. Executive Director's Report**

**Wyoming County IDA Economic Development Projects**

- Jim P. is working with an existing manufacturer of squash courts from Warsaw who has outgrown their building and has plans to secure a larger space that can be renovated to meet the growing needs of their business. It is anticipated IDA incentives will be requested and possibly some gap financing from the WCBAC to move this project forward. They were excited to learn that the IDA in collaboration with Marquarts operate a rail trans loading facility that is open for use by local businesses, that fits in well with plans for shipping the completed units.

- Jim P. continues to work with the Buffalo developer interested in building a Holiday Inn Express in Arcade. The site plan which calls for a facility of 77 rooms with a pool was approved by the County and Arcade Planning Board and now are looking to secure their building permits. We anticipate getting soon the executed Land Purchase Agreement and an IDA application for assistance.
- Jim is working with metal fabrication business in Arcade on a new expansion project. The IDA provided incentives for their previous expansion project 10 years ago. The new project is needed as the company continues to grow and have reached a record high in terms of revenue
- Work continues with an agricultural business located in Java that is planning a new expansion project. The company is currently putting together their costs for the project.
- Jim P. also continues to work with TPI in Arcade on their planned \$16M expansion project that will double the size of the plant. We are competing with Pennsylvania for this project. TPI's parent company Ligon Industries also a second aluminum casting plant in PA that has the same operation as the Arcade facility. Jim P. is bringing the new Regional Director for Empire State Development to meet with the General Manager tomorrow.
- Jim P. is working with a rapidly growing Arcade business that is interested in the Pioneer Credit building. They are currently assessing and evaluating the idea. Jim P. brought in our economic development partners at the state to see what they can provide in terms of incentives.
- Discussions are also continuing with TTI Millwright Services located on Main Street in Perry who would like to build a new facility on Adrian Road in Perry. They are now considering building the project out in phases starting with an office building leading to the next phase that would be a building for their manufacturing operation.
- The large dairy processor that wants to make a powdered milk product for export were planning on a new building that would create 100 new jobs is still in play at the Tri-County Business Park which includes land from both Erie and Wyoming County. The investment group under the advisement of their consultant from New Zealand are contemplating a land purchase. Jim P. and his counterpart at the Erie County IDA discussed the project with Empire State Developments Strategic Industry for the Agriculture sector. They needed to be in before the land purchase agreement is executed because of their incentives are based on the "but for" approach.

5. **Other Business** – There was no other business.

6. **Next Meeting**: February 9, 2023

7. **Adjournment**

The meeting was adjourned at 3:11p.m. on a motion made by T. McCormick. The motion was seconded by R. Ryan and unanimously carried.

Meeting recorded and posted on You-Tube at the following link:

<https://www.youtube.com/watch?v=IKBfOLKjnBY>

Minutes prepared by: Robin Marschilok