

WYOMING COUNTY IDA
ANNUAL BOARD MEETING MINUTES

The WCIDA Board of Directors met on September 08, 2022 at 12:00 p.m. (immediately following the Governance and Finance/Audit Committees) at the Letchworth Valley Campground and Resort 7037 Albro Road, Pike, New York 14024

Chairman Dadd called the meeting to order at 12:13 p.m.

1. Roll call:

In attendance were: Mark Dadd, Chairman; A. D. Berwanger, Vice-Chairman; Rebecca Ryan, Treasurer; Thomas McCormick, Secretary; E. Joseph Gozelski, Director; Niccole Hastings, Director; James Pierce, Executive Director; Robin Marschlok, Director of Operations; Jennifer Tyczka, Program Manager; Scott Gardner Economic Development Specialist and Kevin Zanner, Agency Counsel.

Absent: James Rutowski, Director

Guests: Darryl Howe, and Joe Meyer Farmcraft Brewery, LLC (joined the meeting at 1:02 and left at 1:18 p.m.)

2. Administrative

- A. Minutes of the August 11, 2022 Board meeting were reviewed. A motion was made to accept the minutes by N. Hastings and seconded by T. McCormick. The motion was unanimously carried.
- B. The financial report from August 2022 was reviewed. The financial report was accepted on a motion made by T. McCormick, seconded by D. Berwanger. The motion was unanimously carried.

3. Act of Governance Committee Recommendations

A. Approve Governance Committee Member Appointments

Chairman Dadd asked for a motion to approve the Governance Committee's recommendation to appoint all members of the WCIDA Board to the Governance Committee. D. Berwanger made a motion to accept the Governance Committee recommendations. The motion was seconded by T. McCormick and unanimously carried.

B. Approve Finance and Audit Committee Member Appointments

Chairman Dadd asked for a motion to approve the Governance Committee's recommendation to appoint all members of the WCIDA Board to the Finance and Audit Committee. D. Berwanger made a motion to accept the Governance Committee recommendations. The motion was seconded by T. McCormick and unanimously carried.

C. Approve Recommended Appointments of Board Officers

Chairman Dadd asked for a motion to approve the Governance Committee's recommendation of appointment of WCIDA Board Officers. D. Berwanger made a motion to accept the Governance Committee recommendations for the slate of officers as: Mark Dadd, Chairman; A. D. Berwanger, Vice-Chair; T. McCormick, Secretary; and Rebecca Ryan, Treasurer. The motion was seconded by T. McCormick and unanimously carried.

D. Approve, Adopt and re-adopt Policies and Charter

The Chairman then asked the Board for a motion to accept the Governance Committee's recommendation to approve, adopt and re-adopt policies and charter. D. Berwanger moved to re-adopt the Procurement Policy, Disposition of Real Property Guidelines, The Real Property Acquisition Policy and the Policy for Receipts of Accounting, Internal Controls and Auditing Complaints; the Conflict-of-Interest Policy and the Governance Committee Charter as recommended by the Governance Committee. The motion was seconded by T. McCormick and unanimously carried.

4. Act on Finance/Audit Committee Recommendations

A. Approve, Adopt and Re-adopt Policies and Charter as Recommended

Chairman Dadd asked for a motion to accept the Finance and Audit Committee's recommendation to adopt and readopt policies and charter. D. Berwanger made a motion to accept the Finance and Audit Committee's recommendations to re-adopt the Investment Policy, the Finance and Audit Committee Charter. R. Ryan seconded the motion and it was unanimously carried.

B. Approve/Adopt Preliminary Budget for 2023

The Chairman asked for a motion to adopt the budget as recommended by the Finance and Audit Committee. D. Berwanger made a motion to adopt the budget for 2023 as recommended by the Finance and Audit Committee. The motion was seconded by R. Ryan and unanimously carried.

5. Action Item

A. Mortgage Modification Request from Jesse Cole, JC Equipment and Amendments to Lease/ PILOT Agreements.

Pierce presented the request from Jesse Cole, owner of JC Equipment to approve a Mortgage Modification and Amendments to the Lease/PILOT Agreements with the Agency. Pierce explained that Cole has entered an agreement to lease a portion of his property to Land Pro and has separated that portion of the property from the parcel included in the Lease/ PILOT Agreements. Cole has also refinanced the entire property with a new bank and due to the IDA involvement with the Agency Lease will need Pierce to sign the mortgage modification. Zanner added that there will be no new benefits for the project, the parcel has already been split and the Company only needs the IDA approval in order to execute the mortgage modification. The Board passed a resolution authorizing the execution and delivery of required documents to fulfill the request from Cole on a motion made by N. Hastings. The motion was seconded by T. McCormick and unanimously carried.

B. Consider IDA Incentives for Farmcraft Brewery, LLC. Strykersville N.Y. – Darryl Howe will provide a project overview.

Pierce Introduced Darryl Howe and Joe Meyers as representatives for the Farmcraft Brewery, LLC. The Owner, Ashley Howe has applied for IDA incentives for her proposed project to build a Brewery, tap house and event center on the corner of Route 20A and Harrison Corners Road in Strykersville. Howe started the presentation explaining that his wife, Ashley, is a kindergarten teacher and could not be there as it is the 2nd day of the new school year. Howe provided a written Project Proposal overview and business plan that he presented to the Board. Howe explained that the project will be built on approximately 10.45 acres of the Meyer family farm in which Ashley grew up and the property has been in the family for generations. Farmcraft Brewery will be a 9,600 sq. ft. 2 story wood barn type building with an open taproom, high ceilings, room for 125 guests, upper loft area overlooking taproom, pizza kitchen, retail area to display local products, a patio with fire pit, a production area and aging section. The brewing process will use locally grown ingredients and beer will be sold on and off premise. The facility will provide a destination location for those looking for the craft beer experience, space for local farmers markets, club meeting, wedding venue, and establish as a landmark destination for Agri-tourism. Joe Meyer added that the Meyer farm sells produce and maple syrup products grown and produced at the farm. Howe shared a map of tourism travel showing Route 20A as a key route that visitors travel to get from many places outside the area to tourist destinations surrounding Western N.Y. He added that the WNY snowmobile trail goes through the Meyer farm property and the facility will become a local stop for snowmobilers. The capital cost of the project is \$1.2M of which the Howe's will contribute \$500,000 of their own equity and borrow the remaining funds from a local bank and the WCBAC. Howe and Meyer left the meeting after the presentation.

Pierce then reviewed the project summary and the incentives available for the project which is eligible for a Tourism Destination 15-year PILOT per the IDA UTEP. Incentives total more than \$100,000 therefore a public hearing was held on August 31st and a copy of the public hearing minutes were included in the meeting packet. Pierce informed the Board that Ashley Howe had submitted a complete application including the required environmental review forms which show there is no adverse environmental concerns related to this project. Pierce reviewed the required Cost Benefit Analysis for the project pointing out that the project will return \$7,359,800 in benefit to the community and shows a 33:1 benefit to cost ratio. The real property tax exemption is estimated at \$179,574 sales tax exemption of \$54,960 and mortgage recording tax exemption of \$8,750. The Board then moved to adopt a resolution declaring a negative declaration regarding the environmental review in accordance with SEQRA and granting IDA financial assistance, in the form of tax incentives, for the project on a motion made by N. Hastings. The motion was seconded by R. Ryan and unanimously approved.

6. Review 2022 Annual Report

Pierce presented the 2022 Annual Report. Pierce reported that with social and economic changes brought on by the pandemic, some economic sectors have experienced unexpected growth. The year 2022 saw more activity related to tourism such as the craft breweries and campground projects. There has also been a need for companies to become more efficient and cut over-head costs by building on site warehouse space. Pierce

continued highlighting the projects assisted by the WCIDA and the administrative tasks accomplished by the WCIDA. Pierce continued with the Annual Report on activities and accomplishments of the WCBAC. The Board approved the Annual Report as presented on a motion made by T. McCormick. The motion was seconded by R. Ryan and unanimously approved.

7. **Other Business** – There was none.

8. **Next Meeting**

The next regularly scheduled meeting will be October 13, 2022 at 2:30 p.m. at the Wyoming County Agriculture and Business Center, Warsaw, N.Y.

9. **Adjournment**

There being no further business to discuss the meeting was adjourned at 1:42 p.m. on a motion made by D. Berwanger, seconded by R. Ryan and unanimously approved.

Minutes prepared by R. Marschilok