



WYOMING COUNTY IDA BOARD MEETING MINUTES

The WCIDA Board of Directors met on March 14, 2024 at 2:30 p.m. at the Wyoming County Business Center, 36 Center Street Warsaw, New York 14569.

1. Roll call to establish quorum

Vice Chairman Berwanger, called the meeting to order at 2:32 p.m., in attendance were: A. Douglas Berwanger, Vice-Chairman; Nicole Hastings, Director; E. Joseph Gozelski, Director; James Pierce, Executive Director; Robin Marschilok, Director of Operations; Jennifer Tyczka, Program Manager; Scott Gardner, Economic Development Specialist and Kevin Zanner, Hurwitz & Fine, Agency Counsel.

Absent: Mark Dadd, Chairman; Rebecca Ryan, Treasurer; and Thomas McCormick, Secretary

Guests: Christopher Johnston, EFPR Group CPA's, PLLC (left the meeting at 2:51 p.m.)

2. Administrative

A. Review/approve minutes from January 11, 2024 Board Meeting

The minutes from the January 11, 2024 Board Meeting were reviewed. A motion was made to accept the minutes by J. Gozelski. The motion was seconded by T. McCormick and unanimously carried.

B. Review and approve Financial Statements from January and February 2024

R. Marschilok presented the financial reports from January and February 2024. After review the Board approved the financial reports on a motion made by N. Hastings. The motion was seconded by T. McCormick and unanimously carried.

C. Review/approve 2023 Audit Report- Presentation by Christopher Johnston, EFPR Group.

Pierce introduced Chris Johnston from EFPR Group, the Agency's audit firm. Johnston presented a detailed review of the drafted Audit, Report on Internal Controls and Financial Statements for the WCIDA and the WCBAC combined. Johnston stated that the Audit was completed according to the auditing standards generally accepted in the United States and the standards applicable to financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States. In his report Johnston stated that there were no uncorrected misstatements found for the WCIDA or the WCBAC. Johnston said there were no adjusting entries outside of the NYS Retirement annual calculations

and the GASB 87 lease entry. EFPR had no trouble completing the Audit for the entities, he was pleased with the cooperation from the staff providing the information requested. After the review the Board approved the WCIDA 2023 Audit Report on a motion made by J. Rutowski. The motion was seconded by N. Hastings and unanimously carried. Johnston left the meeting at 2:51 p.m.

D. Review/approve the IDA 2023 Investment Report

Pierce then presented the WCIDA 2023 Investment Report. After review the Board approved Investment Report on a motion made by J. Gozelski. The motion was seconded by J. Rutowski and unanimously carried.

E. Approve annual \$5,000 MOU with the Wyoming County Chamber of Commerce for business attraction marketing services.

Pierce asked the Board to consider approving the annual agreement with the Chamber for marketing services as it has in previous years with the contract remaining the same. Pierce added that Chamber office provides most of the in house marketing services for the IDA. The Board approved the request on a motion made by N. Hastings. The motion was seconded by J. Rutowski and unanimously carried.

2. Action Items

A. Request from Silverlaken to extend his sales tax exemption until December 31, 2024.

Mike Bellamy, owner of Silverlaken has asked for an extension of the sales tax exemption for his project to complete the installation of 2 more cabin units on his property at Silver Lake. The Board agreed and moved to extend the sales tax on a motion made by J. Gozelski. The motion was seconded by N. Hastings and unanimously carried.

B. Request from Base Camp in Perry to extend his sales tax exemption until April 30, 2025.

Mike Bellamy, owner of Base Camp has asked for an extension of the sales tax exemption for his project on Main Street in the Village of Perry. The Project had been put on hold during the pandemic but now Bellamy is moving forward with his plans. The Board agreed and moved to extend the sales tax exemption until April, 30, 2024 on a motion made by J. Gozelski. The motion was seconded by N. Hastings and unanimously carried.

C. Request from Letchworth Valley Resort and Campground to extend the sales tax exemption from its expiration on 2/28/24 until 2/28/2025

Pierce reviewed with the Board a request from Billy Proietti, owner of the Letchworth Valley Resort and Campground, to extend the sales tax allowance for the project for an additional year. The project has had some scheduling delays due to supply chain issues and the project taking more time to complete. After discussion, the Board approved the request on a motion made by J. Rutowski. The motion was seconded by N. Hastings and unanimously carried.

3. Executive Director's Report

- Jim P. met with the owner of Jay Bee Contracting who we are still working to close a loan with. He has finalized a lease for warehousing space in the former Shared Harvest building in Perry and some work share office space also in Perry. for his Re-Bath showroom. Before closing on the loan we want to be sure the showroom space he is trying to secure is satisfactory.
- Jim P. met with Kyle Tallman the new Continuous Improvement Manager at Creative Food Ingredients in Perry. There were several future projects that were discussed that could be assisted by the IDA. For the time being they are working on updating the electrical infrastructure to get more power to areas in the plant that need it.
- Jim P, had several conversations with a company from North Carolina who has an interest in some fashion saving some jobs, equipment and perhaps a building from API who is closing. Jim P. met with the company president who flew up here for a meeting with API, while some progress has been made there is some push back from the transition team CFO based out of Chicago.
- Jim P. met with the owner of a small studio in the former Jenny Lee Diner building in Arcade where he films and puts on the internet shows about cooking and in particular cooking pizza. His following has helped him with connections that have resulted in a business opportunity that now manufactures pizza crusts in Buffalo known as SupChef that are currently sold on-line and in supermarkets such as Tops. The owner shared with Jim P. several new opportunities that he is currently exploring.
- A discussion with the owner of Yummies revealed that she will be expanding her ice cream production and has found a space to lease in Perry to do that. The project capital investment has not reached a threshold of where IDA inducement or WCBAC financing could be realized, but it is good to see the business continue to thrive.
- Jim P. continues to work with the brokers of the two vacant Pioneer Credit buildings in Perry and Arcade trying to convince them to donate the buildings to the WCBAC and take a tax right off. A verbal offer of some cash has also been made as way of easing the pain for Navient. If we can secure the buildings at a deeply discount rate, we have new potential owners for both buildings waiting in the wings.
- Jim P. still working with an individual that is trying to buy a local building supply company in Warsaw. A deal is getting closer and there is a possibility that a funding request will be made to the WCBAC.

Other Updates

- Two expiring PILOTs, one for Maple Grove Enterprise and one for Koike Aronson both from Arcade were closed out with assistance from IDA counsel and both properties are now fully back on the tax roll.
- Jim P. was on a panel of speakers for an agricultural resource program hosted by USDA and Cornell Cooperative Extension that was held on January 19th.
- The IDA and County Chamber of Commerce co-sponsored a workforce resource program on February 28th that was hosted by the BEST Center at GCC. Several local manufacturers were in attendance to learn about the new advance manufacturing training programs and resources that are now available including paid internships.

4. **Staff Compensation Discussion- Tabled at the January IDA Board Meeting**

The Board moved to table the staff compensation discussion until the April meeting on a motion made by J. Rutowski. The motion was seconded by N. Hastings and unanimously approved.

5. **Other Business** - None

6. **Next Meeting:** The Next Meeting is scheduled for April 11, 2024, at the Ag and Business Center.

7. **Adjournment**

The meeting was adjourned at 3:12 p.m. on a motion made by J. Rutowski. The motion was seconded by N. Hastings and unanimously carried.

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

<https://www.youtube.com/watch?v=FNwKJw84tSk&t=5s>

Minutes prepared by: Robin Marschilok