



WYOMING COUNTY IDA BOARD MEETING MINUTES

The WCIDA Board of Directors met on March 13, 2025 at 2:30 p.m. at the Wyoming County Business Center, 36 Center Street Warsaw, New York 14569.

1. Roll call to establish quorum

The Chairman called the meeting to order at 2:31 p.m., in attendance were: Mark Dadd, Chairman; A. Douglas Berwanger, Vice-Chairman; Rebecca Ryan, Treasurer; Thomas McCormick, Secretary; Niccole Hastings, Director; E. Joseph Gozelski, Director; James Rutowski, 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.

Guests: Joseph Kehm, EFPR Group CPA's, PLLC (left the meeting at 3:04 p.m.)

2. Administrative

A. Review/approve minutes from February 13, 2025 Board Meeting

The minutes from the February 13, 2025 Board Meeting were reviewed. A motion was made to accept the minutes by R. Ryan. The motion was seconded by J. Rutowski and unanimously carried.

B. Review and approve Financial Statements from February 2025

R. Marschilok presented the financial reports from February 2025. After review the Board approved the financial reports on a motion made by D. Berwanger. The motion was seconded by J. Rutowski and unanimously carried.

C. Review/approve the IDA 2024 Investment Report

Pierce then presented the WCIDA 2024 Investment Report. After review the Board approved Investment Report on a motion made by N. Hastings. The motion was seconded by R. Ryan and unanimously carried

D. Review/approve 2024 Audit Report- Presentation by Joe Kehm, EFPR Group.

Joe Kehm from EFPR Group, the Agency's audit firm. Mr. Kehm presented a detailed review of the drafted Audit, Report on Internal Controls and Financial Statements for the WCIDA and the WCBAC combined. Mr. Kehm 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 Kehm stated that there were no uncorrected misstatements found for the WCIDA or the WCBAC. Kehm said there were no adjusting entries needed. Mr. Kehm stated that he encountered no conflict when 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 2024 Audit Report on a motion made by T. McCormick. The motion was seconded by N. Hastings and unanimously carried. Kehm left the meeting at 3:04 p.m.

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 J. Rutowski. The motion was seconded by T. McCormick and unanimously carried.

3. Action Items

A. Request from William Proietti, owner of Letchworth Valley Campground and Resort, for a one-year extension of the exemption of sales tax until March 31, 2026 for the addition and improvements and expansion to the RV camp sites and improvements to the Lodge for weddings and other events.

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 owner is working on the completion of the camp sites, adding electric to pavilions and enhancing camping experience with improvements to the lake and wedding area. After discussion, the Board approved the request on a motion made by N. Hastings. The motion was seconded by R. Ryan and unanimously carried.

B. Request from Mike Bellamy, owner of Silver Laken and Letchworth Base Camp, for an extension of sales tax exemption for both projects. He has requested extending the sales tax exemption for Silver Laken until 12/31/25 and for Letchworth Base Camp until 4/30/26. The sales tax exemption for Silver Laken will be used to finish off the two units purchased with WCBAC loan proceeds and the Pavilion. The sales tax exemption for Letchworth Base Camp will be used for interior improvements and finishing in the building.

Mike Bellamy, owner of Silverlaken has asked for an extension of the sales tax exemption for his project to complete the pavilion and the interior decorations, appliances and fixtures the in pavilion and cabin units on his property at Silver Lake. He has also asked for the extension of sales tax exemption for the Letchworth Base Camp Project on Main Street in Perry to complete interior work, decorations and fixtures. The Board agreed and moved to extend the sales tax exemption for both

projects as on a motion made by J. Gozelski. The motion was seconded by T. McCormick and unanimously carried.

4. Executive Director's Report

- Jim P. met in Arcade with one of the owners of an ice cream manufacturing company based in Turkey. The company is interested in starting a manufacturing plant in the US and they are currently assessing the viability of the smaller API building for that operation. Several contacts and resources have been identified for the developer who is conducting their due diligence for the project.
- Jim P. and Robin met with Karl Drasgow, owner of Drasgow Manufacturing about his financial challenges that he is experiencing and some ideas were discussed about making some improvements to the situation.
- Jim P. checked in on the developer of a proposed Microtel Hotel in Arcade. The developer who was reconsidering their CFA grant application for the project is now back on track and they are expected to have the application submitted by March 28th deadline.
- Jim P. and Scott Gardner were interviewed by the Batavia Daily for a special section in the paper about business outlook for Wyoming County. A copy of the article is in the Board Packet.
- Jim P. has been contacted by a solar company called Sol Source Power who is interested in building a community solar project in the Town of Pike. The company is just getting started with the project and was directed to talk with Eric Smith, Supervisor of the Town of Pike.
- The AES wind projects for the towns of Eagle and Wethersfield are advancing through the process of NYS Office of Renewable Energy Siting (NYS SORES) with their applications. There are on-going discussions with representatives of AES on the projects, to date, no applications have been made to the IDA for assistance.
- Jim P. continues to work with Attica Package on plans they are considering that would move their wood mulching business out of the Village of Attica and into the Town of Attica. The project would involve building a couple of new structures and increasing employment by 7-10 people, they currently employ 10.
- Jim P. is also working with Upstate Door in Warsaw on a proposed expansion project. They are moving their offices down to the former Sears store on Main Street in Warsaw and are making plans to expand their production facility at the existing facility.

WCBC Updates

- The WCBC approved a \$50,000 loan for Yummies Ice Cream Company for equipment they need to establish a new ice cream manufacturing facility located in a building they just acquired located on the corner of Genesee and Main Streets in the Village of Warsaw
- The WCBC Fast Track program is filling up fast for the next offering that will start on March 25th.
- The WCBC held its Annual Meeting. Jim P. shared with the IDA Board the WCBC Annual Report.

Pierce reviewed the 2024 Annual Report of the Wyoming County Business Center, (WCBC). Pierce stated that he wanted to share with the Board the economic development activities that the IDA staff carried out as part of the administration of the WCBC. Pierce reviewed the report on the FastTrac program, Business Accelerator and Mentorship programs designed to help businesses with operational and technical assistance, stating that the WCBC programs have seen much success. The FastTrac program wrapped up its 14th year and continues to have great participation. Pierce reported on the Microloan program and the Rapid Start Loan Program noting they continue to have a strong portfolio. The WCBC continues to stay involved with business attraction marketing, workforce development initiatives and environmentally challenged sites. Pierce sits on the Board of Invest Buffalo Niagara (IBN) and the GLOW Workforce Development Board. Pierce also stays active with the Greater Rochester Enterprise, which provides leads for projects looking for sites. The WCBC North, LLC and affiliated of the WCBC completed the clean-up of the abandoned Emkay site in Arcade. The WCBC North received a grant award from the EPA Brownfield Clean-up program of \$500,000. The funds provided for the demolition and removal of the existing deteriorated buildings contaminated with asbestos. Once the demolition phase was complete the property was transferred to the designated developer, who has agreed to apply for a NYS Brownfield certification in order to help with the costs of further remediation and redeveloping the site.

5. **Other Business** - None

6. **Next Meeting:** The Next Meeting is scheduled for April 10, 2025, at the Ag and Business Center.

7. **Adjournment**

The meeting was adjourned at 3:24 p.m. on a motion made by T. McCormick. 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=WCewsvf4BPs>

Minutes prepared by: Robin Marschilok