

SOUTHERN TIER WEST REGIONAL PLANNING & DEVELOPMENT BOARD

MINUTES – SEPTEMBER 15, 2022

The Annual meeting of the Southern Tier West Regional Planning & Development Board was held on September 15, 2022, at 1:00 PM at the Southern Tier West Offices.

Board Members

Kier Dirlam, Chairman
Craig Clark
Deb Root
Jerry Scott
Charles Jessup
Robert Keis, Secretary
Crystal Abers
Don Benson
Norm Marsh
Chuck Couture
Don McCord, Vice Chairman
Thomas Harmon

Representing

Allegany County
Allegany County
Allegany County
Allegany County
Allegany County
Cattaraugus County
Cattaraugus County
Cattaraugus County
Cattaraugus County
Cattaraugus County
Cattaraugus County
Chautauqua County
Chautauqua County

Others Attending

Richard Zink
Sarah Phearsdorf
Jon Mayr
Kimberly LaMendola
Ed Bysiek

Representing

Staff
Staff
Staff
Staff
Bysiek CPA LLC

Chairman Dirlam called the meeting to order at 1:00 p.m. Introductions were made and attendance was recorded.

Annual Meeting Business

1. Presentation of the Annual Audit

Ed Bysiek CPA, LLC presented the Audit Report Year ending June 30, 2022, to the Board. Deb Root made a motion to accept and approve the Audit, Don Benson seconded the motion and it carried.

2. Presentation of the Annual Report

Executive Director Richard Zink gave highlights on the 2021/2022 Annual Report that was included in the Board packets. Chuck Couture moved to accept the 2021/2022 Annual Report with modifications under the budget on page 2. Robert Keis seconded the motion and it carried.

3. Election of Officers

Chairman of the Nominating Committee Jerry Scott made a motion to endorse the officers of the STW Board remain the same: Kier Dirlam, Chairman, Allegany County; Don McCord, Vice Chairman, Chautauqua County; and Robert Keis, Secretary, Cattaraugus County. Chuck Couture seconded the motion and it carried.

Minutes of the Previous Meeting

Crystal Abers made a motion to accept the July 21, 2022 minutes. Don McCord seconded the motion and it carried.

Correspondence

There was no correspondence.

Project Review Report

There were no new projects send out.

Executive Director's Report

1. CEDS Document

A motion was needed to submit the 2022 Comprehensive Economic Development Document to EDA. Jerry Scott so moved, Tom Harmon seconded the motion and it carried. The CEDS can be updated at any time during the calendar year; this is especially true with respect to newly developing projects that need STW Board endorsement via inclusion in the CEDS.

2. NYSAWG

NYSAWG prepared an application to the Moving Forward Together fund in the amount of approximately \$1.76 million for administrative and operational funding for the next three years. This comes as the Western New York Food System Initiative final report has been submitted by SCALE to the Southern Tier West Development Foundation and the Western New York Foundation. The final report will be unveiled at a program on Thursday, September 29, 2022 at 9:00 am at M&T Bank Club at Highmark Stadium. An invitation was sent out in August.

3. Community GIS

Southern Tier West is working to re-introduce this program to municipalities across our region. We have been working with LaBella to look at options available in terms of cost and functionality. Through this process, staff has cataloged the data that we have collected over the past 15 years. This covers 48 communities and over 363 datasets and approximately 22 megabytes of data points. LaBella's recommendation is for Southern Tier West to purchase Esri Small Government Cloud Based Enterprise Agreement. Esri has created the "Small Government Cloud Based Enterprise Agreement, which will provide STW with the desktop GIS licenses and the necessary online environment to satisfy its short and long-term needs. The approximate cost of the SGCBEA is \$15,000 annually.

Southern Tier West Program Reports

Local Government Program – 2022 Fall Training Sessions
Climate Smart Communities – Focus of the program
GIS Work – Collecting drone data for Mason Industrial Park; Trail in Westfield
Career Academy – New STW ARC Project
Baseline – Villages of Portville, Fredonia, and Sherman are engaged
EDA Cares – Foodways: Stories of Farms, Food, & Resilience

Southern Tier West Affiliation Reports

1. **STEDO**
STEDO currently has 28 outstanding loans with the initial amount of \$2,950,349. There is approximately \$697,164 available for lending.
2. **STERA**
STERA meets on October 17, 2022. Working on active construction projects: Steamburg Rail and Tie Replacement, Olean Yard, and Five Bridge Project

Southern Tier West Committee Reports

1. **Program Development Committee**
The Committee has not met.
2. **Policy Committee**
The update Personnel Policy is completed and will be presented at the October Board meeting.
3. **Economic Development/Entrepreneurship Committee**
The Committee has not met.
4. **Local Government Committee**
The Committee has not met.
5. **EDA/ARC Project Committee**
The Committee has not met.

Public Comment

Richard Zink stated that it was good to see all the Board members in-person, present at the Board meeting.

Tom Harmon stated that the Grape Festival was being held in Silver Creek this upcoming weekend.

Old Business

There was no old business.

Audit Abstract

Chuck Couture moved to accept the August/September Audit Abstracts. Chuck Jessup seconded the motion and it carried.

Next Board Meeting

The next meeting of the Southern Tier West Board of Directors will be the regular monthly meeting held on October 20, 2022, at 1:00 PM, at the Southern Tier West Offices.

Adjournment

Jerry Scott made a motion to adjourn, Deb Root seconded the motion. The meeting was adjourned at 2:00 PM.

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