

SOUTHERN TIER WEST REGIONAL PLANNING & DEVELOPMENT BOARD

**MINUTES – FEBRUARY 18, 2021**

The regular monthly meeting of the Southern Tier West Regional Planning & Development Board was held on February 18, 2021 via Zoom.

**Board Members**

Kier Dirlam, Chairman  
Jerry Scott  
Deb Root  
Chuck Jessup  
Craig Clark  
Robert Keis, Secretary  
Chuck Couture  
Don Benson  
Crystal Abers  
Donna Vickman  
Don McCord  
Pierre Chagnon  
PJ Wendel

**Representing**

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

**Others Attending**

Richard Zink  
Sarah Phearsdorf  
Kimberly LaMendola  
Fileve Palmer  
Jon Mayr  
Tom Barnes  
Jason Eastman

**Representing**

Staff  
Staff  
Staff  
Staff  
Staff  
Staff  
Staff

Chairman Dirlam called the meeting to order at 1:00 pm. Attendance was taken and recorded.

**Minutes of the Previous Meeting**

Chuck Couture made a motion to accept the December 19, 2020 minutes as distributed. Deb Root seconded the motion and it carried.

**Correspondence**

There was no correspondence.

**Project Review Report**

Chuck Jessup moved to acknowledge receipt of the Project Review Report, Chuck Couture seconded the motion and it carried.

## Executive Director's Report

### 1. Federal Funding Outlook

Southern Tier West entered into its Annual Planning Contract with US Department of Commerce, EDA; still waiting to enter into Annual Administrative Contract with ARC.

### 2. ARC Power Application

STW will release a second RFP for the Power Grant to purchase and install antennas on towers within Allegany County. Board approval was needed to release the RFP – Jerry Scott made a motion; Deb Root seconded the motion and it carried.

Executive Director, Richard Zink gave an overview on the 2019 ARC Power Grant.

### 3. NYS Baseline DEC Program

STW staff desires to engage a consultant to assist with creation of the Source Water Protection Plans. Board approval is needed to release an RFQ to several consultants to perform this task. The RFQ will be released on February 19<sup>th</sup> with a return date of March 17, 2021. Bob Keis so moved, Craig Clark seconded the motion and it carried.

### 4. Staff Updates

Southern Tier West will be re-advertising for the Bookkeeper/Revolving Loan Fund Manager position.

## Southern Tier West Program Report

Richard Zink reported on the following STW Programs:

1. Local Government: Spring Webinar Schedule
2. ARC: FY2021 and FY 2022 ARC Applications
3. Local Foods: Regional Farmers Market Network; WNY Regional Food System Initiative
4. Baseline: Source Water Protection Plans; GIS Pilot Program w/DPW Departments
5. NYSERDA: New Clean Energy Communities Leadership Round
6. EDA Cares: CEDS; Manufacturers Productivity Improvement Grant; COVID Response Recovery Plan

## Committee Reports

### 1. Program Development Committee

Chairman Dirlam reported that the Committee has not met; a meeting will be scheduled.

### 2. Policy Committee

Chairman Dirlam reported that the Committee has not met; a meeting will be scheduled.

3. **Economic Development/Entrepreneurship Committee**  
Chairman Dirlam reported that the Committee will meet in mid-March.
4. **Transportation Committee**  
The Transportation Committee has not met.
5. **Water Source Committee**  
The Committee has not met.
6. **Local Government Committee**  
The Committee has not met since the last meeting in December.

In discussion regarding the Annual Local Government Conference at Houghton College possibly Dobeing held in August 2021, it was unanimously agreed that Conference is cancelled for 2021. Bob Keis made a motion, Chuck Couture seconded the motion and it carried.

### **Affiliations**

1. **STEDO**  
Executive Director Richard Zink reported that STEDO had a loan payoff this month. There are currently 20 loans out at a net worth of \$1million, another \$1 million is available to be lent out.
2. **WRC**  
Executive Director Richard Zink reported that WRC has \$70,000 in working capital that can be lent out.
3. **STERA**  
Executive Director Richard Zink reported that STERA Board has a meeting scheduled for March 15, 2021. There is hope for more construction projects to take place.
4. **Southern Tier West Development Foundation**  
There was no report.
5. **Southern Tier West Angel Fund**  
Executive Director Richard Zink reported that the Angel Fund is in its infancy, there are currently seven members.

### **Public Comment**

Kier Dirlam reported that Allegany County will be looking for a new Chairman of the Legislature, as Curt Crandall will be not seeking re-election.

Chuck Couture reported that fruit farmers are struggling due to the cold weather.

Pierre Chagnon complimented John Mayr for his recent presentation to the Chautauqua County Legislators regarding the new NYSERDA round.

Craig Clark reported that Allegany County has a new \$500 million dollar project: Great Lakes Cheese Block Project (Cuba), which is a 500,000 square ft. facility and will bring jobs into the county.

Donna Vickman reported that she enjoyed serving on the Southern Tier West Board of Directors and said good-bye to everyone.

### **Old Business**

There was no old business.

### **Audit Abstract**

Chuck Couture moved to accept the December, January, and February Audit Abstracts. Chuck Jessup seconded the motion and it carried.

### **Next Board Meeting**

The next monthly meeting of the Southern Tier West Board of Directors will be held on March 18, 2021 at 1:00 p.m. via Zoom.

### **Adjournment**

Jerry Scott made a motion to adjourn at 2:06 PM, Crystal Abers seconded the motion and it carried.

sjp