

SOUTHERN TIER WEST REGIONAL PLANNING & DEVELOPMENT BOARD

MINUTES – MAY 16, 2019

The regular monthly meeting of the Southern Tier West Regional Planning & Development Board was held on May 16, 2019 at the Center for Regional Excellence in Salamanca, New York.

Board Members

Jerry Scott
Kier Dirlam, Chairman
Chuck Jessup
Deb Root
Crystal Abers
Donna Vickman
Chuck Couture
Robert Keis
Don McCord
Jay Gould, Vice Chairman
George Borello

Representing

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

Others Attending

Richard Zink
Sarah Phearsdorf
Craig Klose
Kimberly LaMendola
Halley Kottwitz

Representing

Staff
Staff
Staff
Staff
Staff

Chairman Dirlam called the meeting to order at 1:00 p.m. Introductions were made, and a sign-in sheet was circulated.

Minutes of the Previous Meeting

Chuck Couture made a motion to accept the March 21, 2019 minutes as distributed. George Borello seconded the motion and it carried.

Correspondence

Resolutions made by the Allegany County Legislature reappointing Kier Dirlam, Jerry Scott and Craig Clark as Board Members; Curtis Crandall, Lee Gridley, and Justin Henry as ex-officio members to the Southern Tier West Regional Planning & Development Board.

Project Review Report

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

Executive Director's Report

1. Grant Status

Southern Tier West received the Appalachian Regional Commission contract that was delayed; the first and second quarter payments, in early April.

Southern Tier West received the Economic Development Administration contract. The first and second payments will be drawn down soon.

NYS Department of Conservation approved the award for our grant request. The contract is being finalized.

NYS Department of Education typically makes their award announcements in June/July. We are waiting on the application submitted for records management.

2. Entrepreneurship - Regional Loan Funds

Staff held a meeting on April 2, 2019 with several economic development leaders from across the region to discuss economic resiliency as defined by ARC and how this region is directing efforts at each point.

Availability of funds include: STEDO - \$250,000; STEDO Agri Business - \$500,000; STEDO Working Capital - \$267,000 – available in spring 2019; WRC downtown loan - \$1,200,000; WRC working capital - \$30,000; and CCBDC micro - \$50,000.

3. ARC Grant Cycle for FY2020

Staff has been providing presentations to potential grantees over the past week. The deadline for grant submission is June 3, 2019 and presentations to the Board will be held June 20th. That day the Board Meeting will be held from 9:00 to 9:30 and with presentations following.

4. ARC POWER Application

Southern Tier West is exploring funding opportunities to support additional broadband buildout.

5. Staff Updates

Southern Tier West GIS Associate Sam Lewis is resigning his position with Southern Tier West; moving back to Texas.

6. Fiscal Year 2019-2020 Budget

Included in the Board packets, this year's budget is comparable to last year, in terms of total revenues and expenses.

7. 2020 Census

Richard Zink asked Board members to assist in spreading the word about the temporary Census 2020 jobs; due to Chautauqua County having trouble filling the positions.

8. **Southern Tier West CEDS**

Staff is starting the process for the annual update of the Comprehensive Economic Development Strategy for 2019. This will be presented to the Board before the September meeting in order to be sent to EDA as approved before October 1st.

Southern Tier West Program Report

Executive Director Richard Zink reported on the following STW Program areas: Local Government, ARC, and Local Foods. He also reported on a “Grant Writing Essentials” workshop held on April 9-10 hosted by Southern Tier West; and GIS data collection at the Cattaraugus County Farwell Landfill and the Cuba Cemetery.

Committee Reports

1. **Business Committee**

Richard Zink reported that the Business Committee met in April and will meet again in the later part of June.

It was suggested by the Board to also form a Wind Committee and a Planning & Zoning Training Committee.

Public Comment

Deb Root reported that the Allegany County Legislature passed a resolution to begin work on organizing trails for four-wheelers and side-by-sides.

Old Business

There was no old business.

Audit Abstract

Chuck Jessup made a motion to approve the March-May 2019 Expense Summary; Sales by Product Service Summary; and Reconciliation Report. Jay Gould seconded the motion and it carried.

Next Board Meeting

The next monthly meeting of the Southern Tier West Board of Directors is scheduled for June 20, 2019 at 9:00 AM at the Salamanca BOCES Center, Salamanca, New York. ARC project presentations will begin at 9:30 AM following the Board Meeting.

Adjournment

Chuck Couture made a motion to adjourn, Jerry Scott seconded the motion and it carried.

sjp