SOUTHERN TIER WEST REGIONAL PLANNING & DEVELOPMENT BOARD

MINUTES - SEPTEMBER 15, 2021

The Annual Meeting of the Southern Tier West Regional Planning & Development Board was held on September 15, 2021, at 1:00 p.m. at the Southern Tier West Offices.

Board MembersRepresentingKier Dirlam, ChairmanAllegany CountyChuck JessupAllegany CountyJerry ScottAllegany County

Craig Clark Allegany County (via zoom)

Robert Keis, Secretary

Chuck Couture

Cattaraugus County

Cattaraugus County

Crystal Abers Cattaraugus County (via zoom)

Don BensonCattaraugus CountyNorm MarshCattaraugus CountyDon McCordChautauqua CountyRebecca WursterChautauqua County

Others AttendingRepresentingEd BysiekBysiek CPARichard RychnowskiGuestRichard ZinkStaffSarah PhearsdorfStaffFileve PalmerStaff

Tom Barnes Staff (via zoom)

Jason EastmanStaffJon MayrStaff

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 July 15, 2021 minutes as distributed. Jerry Scott seconded the motion and it carried.

Correspondence

There was no correspondence.

Project Review Report

One new project was sent out since July. Bob Keis moved to acknowledge receipt of the Project Review Report, Norm Marsh seconded the motion and it carried.

Annual Meeting Business

1. Presentation of the Audit

Ed Bysiek CPA, LLC presented the Audit Report Year ending June 30, 2021, to the Board. Chuck Jessup made a motion to accept and approve the Audit, Chuck Couture seconded the motion and it carried.

2. Presentation of the Annual Report

Richard Zink gave highlights on the 2020/2021 Annual Report that was included in the Board packets.

3. Wall of Fame Dedication

Richard Zink presented a dedication to Donald Rychnowski, past Executive Director of Southern Tier West, to the Southern Tier West Wall of Fame.

4. Election of Officers

Richard Zink appointed the following officers to the STW Board: Kier Dirlam, Allegany County, Chairman; Don McCord, Chautauqua County, Vice Chairman; and Bob Keis, Cattaraugus County, Secretary. Jerry Scott made a motion to approve the newly appointed officers, Chuck Couture seconded the motion and it carried

Executive Director's Report

1. Federal Funding

Congress faces looming September deadlines on a variety of issues and priorities. Negotiations continue both FY2022 appropriations and on transportation and infrastructure priorities. Congress will also have to contend with the debt ceiling in the coming weeks as it is projected that the federal government could reach its borrowing limit sometime in October. The House is likely to take up a short-term funding measure known as a continuing resolution (CR) sometime in the next few weeks to fund the government into the fall months.

2. CEDS Planning Process

As part of the Annual EDA Planning Grant, STW is required to submit a Comprehensive Economic Development Strategy. The 2021 CEDS has been posted in draft format on the STW website since early August. The CEDS can be updated at any time during the calendar year; especially newly developing projects that need STW Board endorsement via inclusion into the CEDS (ex. newly developing EDA projects). Cattaraugus County amended their project ranking to be 1) Great Lakes Cheese Infrastructure Project and 2) Allegany (Town) Exit 24 Wastewater Infrastructure Project. Chuck Couture so moved, Norm Marsh seconded the motion and it carried. A motion was needed to approve the 2021 CEDS. Don Benson so moved, Bob Keis seconded the motion and it carried.

3. Appalachian Regional Commission Area Development Projects

| | | | | <u>Totals:</u> | \$456,780.00 | \$764,834 |
|-----|--------------|---|---|---|---------------------|--------------|
| stw | goal 4 | Cattaraugus County Economic Development, Planning, and Tourism (EDTP) | Onoville Marina Park Interpretive Kiosk System&Education Curriculum | Cattaraugus | \$21,600 | \$43,200.00 |
| STW | Goal 2 | Jamestown Community College | Pro Bono Campus Based OT Clinic | Chautauqua, Cattaraugus, and Allegany + Warren, Potter and McKean in PA | \$105,180 | \$210,360 |
| STW | Goal 4 | Southern Tier Libray System | Workforce Infrastructure & Training Initiative through Allegany County Public Libraries | Allegany | \$125,300 | \$187,569 |
| STW | Goal 2 | Southern Tier West | Cattaraugus Career Academies | Cattaraugus | \$54,700 | \$109,400 |
| STW | Goal 2 | Alfred State College of Technology – Wellsville Campus | Diesel Power Systems Laboratory for Skilled Workforce Development | Allegany | \$150,000 | 214,305 |
| LDD | ARC GOAL# | Applicant | Project | Counties Served | Amount Requested | TOTAL BUDGET |

4. <u>Baseline Program</u>

Encorus Group from Springville, NY was contracted with Southern Tier West in March 2021 to assist with creation of six (6) Source Water Protection Plans. To date, there has been no activity. A motion was needed to potentially terminate the contract with Encorus - Chuck Jessup so moved, Jerry Scott seconded the motion and it carried. A motion was needed to engage E&M Engineers to provide this service – Chuck Couture so moved, Don Benson seconded the motion and it carried.

Southern Tier West Program Reports

Richard Zink reported on the following STW Programs:

- 1. Local Government Program Training Webinars
- 2. NYS Archives MWBE Requirements to be completed
- 3. NYSERDA Hosting Code Enforcement Training on September 21, 2021
- 4. STEDO Currently 27 outstanding loans in the amount of \$2,580,000
- 5. STW Development Foundation Fiscal Update

Southern Tier West Committee Reports

a. Program Development Committee

The Committee has not met.

b. Policy Committee

The Committee has not met.

c. Economic Development/Entrepreneurship Committee

The Committee has not met.

d. Local Government Committee

The Committee has not met.

Chairman Dirlam appointed a (4) four-member (Don McCord, Chairman; Rebecca Wurster, Crystal Abers, Kier Dirlam) ARC & EDA Project Committee to work directly with staff. The Committee will meet in October 2021.

Chairman Dirlam encouraged Board members to participate on STW Committees.

Southern Tier West Affiliations

a. <u>STEDO</u>

STEDO currently has 27 outstanding loans with the initial loan amount of \$2,580,000. STEDO has approximately \$1,000,000 available for lending, \$330,000 of CARES Act monies that offer better terms for repayment. The STEDO Board approved a loan to a business in Ashford, NY in the amount of \$30,000. Since January, STEDO has closed three additional loans totaling \$305,000.

b. WRC

There was no report.

c. STERA

Richard Zink reported that the STERA Audit Committee, Governance Committee and Board will met on October 18th starting at 9:30 AM at the Southern Tier West Offices. STERA is working with DOT to close out some projects.

d. Southern Tier West Development Foundation

Staff is working on a food policy contract with SCALE and on mapping with UB.

e. NYS Agricultural Work Group (NYSAWG)

Staff is working on a (9) nine-county food equity plan the will be completed in June 2022.

Public Comment

Jerry Scott reported that the Garlic Festival was taking place in Cuba over the weekend.

Don Benson reported that with the Great Lakes Cheese Company locating in Cattaraugus County, it would bring approximately 250 new jobs. Cattaraugus County offered \$400,000 for studies to be completed and donated \$6 million for infrastructure.

Rebecca Wurster introduced herself and said she was excited to be a new member on the STW Board of Directors. She reported that Chautauqua County is working on ARPA Rescue Projects and involved in assisting the City of Dunkirk with their downtown revitalization process.

Old Business

There was no old business.

Audit Abstract

Bob Keis moved to accept the July/August Audit Abstracts. Don McCord 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 October 21, 2021, at 1:00 PM, place yet to be determined. We may tour an ARC Project.

Adjournment

Jerry Scott made a motion to adjourn, Don Benson seconded the motion. The meeting was adjourned at 2:35 PM.

sjp