

SOUTHERN TIER WEST REGIONAL PLANNING & DEVELOPMENT BOARD

MINUTES – SEPTEMBER 20, 2018

September was the Southern Tier West Regional Planning & Development Board Annual Meeting held on September 20, 2018 at the Center for Regional Excellence in Salamanca, New York.

Board Members

Kier Dirlam, Vice Chairman
Jerry Scott
Charles Jessup
Deb Root
Bob Kies, Chairman
Crystal Abers
Chuck Couture
Donna Vickman
Norm Marsh
Don McCord
Joe Galati
George Borrello

Representing

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

Others Attending

Ed Bysiek
Richard Zink
Sarah Phearsdorf
Jonathan Mayr
Halley Kottwitz
Kimberly LaMendola
Sam Lewis
Craig Klose

Representing

Bysiek CPA, PLLC
Staff
Staff
Staff
Staff
Staff
Staff
Staff

Chairman Bob Keis 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 19, 2018 minutes as distributed. Jerry Scott seconded the motion and it carried.

Correspondence

There was no correspondence.

Project Review Report

There were no project review reports.

Annual Meeting Business

1. Presentation of the Audit

Ed Bysiek of Bysiek CPA, LLC presented the Audit Report Year ending June 30, 2018 to the Board. George Borello made a motion to accept and approve the Audit, Norm Marsh seconded the motion and it carried.

2. Election of Officers

Chairman of the Nominating Committee Chuck Couture reported that the Committee recommended the following officers: Kier Dirlam, Allegany County, Chairman; Jay Gould, Chautauqua County, Vice Chairman; and Bob Keis, Cattaraugus County, Secretary. Chuck Couture made a motion to accept the nominations, Jerry Scott seconded the motion and it carried. Jerry Scott made a motion to close nominations, Donna Vickman seconded the motion and it carried. Jerry Scott made a motion to approve the newly elected officers, Joe Galati seconded the motion and it carried.

3. Annual Report

Richard Zink gave highlights on the 2017/2018 Annual Report, which was included in the Board packets.

Executive Director's Report

1. Angel Fund

A meeting was held on June 19, 2018 with consultant Steve Mercil of Angel Capital Group. Discussion was on steps moving forward and working toward an early launch of the fund to solicit potential projects to funders.

2. Southern Tier West Development Foundation

The foundation recently received two requests for funding:

The Village of South Dayton is working with the Cattaraugus County Youth Bureau to improve the village playground. The unused tennis court will be converted into a new basketball court and the restrooms will be updated. They received a quote of \$3,575.00 for redoing the plumbing, installing 4 new toilets, and 3 sinks. They are requesting \$1,750 from the Foundation. A motion was needed to approve funding from the Foundation for this project. Chuck Couture so moved, George Borello seconded the motion and it carried.

The Town of New Albion is requesting support related to a project with the preparation of the replacement of a water line that serves 85 residential properties. The Village discussed funding with EFC and must provide them with proof of legal permitting and enter into an inter-municipal agreement (IMA) between the two municipalities. The total cost is \$9,000 - \$\$6000 to MDA engineers for map and plan preparation as well as assistance with the IMA and \$3000 for legal services, SEQR and administrative costs. They are requesting \$4,500 from the foundation. A motion was needed to approve funding from the Foundation for this project. Norm Marsh so moved, Donna Vickman seconded the motion and it carried.

3. Entrepreneurship Regional Loan Funds

Available funds: STEDO \$300,000; STEDO Agri Business \$500,000; WRC Downtown Loan \$1,200,000; WRC Working Capital \$80,000; CCBDC Mirco \$280,000; Salamanca IDA \$600,000; and other amounts from Salamanca IDA, Cattaraugus County, Chautauqua Opportunities, Chautauqua County ARC and Chautauqua County AI-Tech.

Southern Tier West Program Report

Executive Director Richard Zink reported on the following Southern Tier West programs: Local Government, Entrepreneurial Development (YEA), GIS (Data Collection), and the ARC Program.

Committee Reports

Richard Zink reported that STERA will meet on October 15, 2018 at 9:30 AM at the Southern Tier West Offices.

Public Comment

Chuck Couture reported that Hurricane Florence hit North Carolina (30-40 inches in 1 day), and devastatingly killed great number of famer's livestock.

Bob Keis thanked the Board for all their support during his tenure as the Southern Tier West Chairman; Bob has been on the Board for 30 years.

Bob Keis reported that the Town of Mansfield received \$300,000 for a new salt shed.

Old Business

There was no old business.

Audit Abstract

Chuck Couture made a motion to approve the July 2018 Audit Abstract. Joe Galati seconded the motion and it carried.

Richard Zink reported that Southern Tier West is using new Quick Books accounting software. The Audit Abstracts will include more information and have a new look.

Next Board Meeting

The next meeting of the Southern Tier West Board of Directors will be on October 18, 2018 at the Southern Tier West Offices at 1:00 PM.

Adjournment

Jerry Scott made a motion to adjourn the meeting, Crystal Abers seconded the motion and it carried.

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