

BOARD OF DIRECTORS MEETING

County of Chautauqua Industrial Development Agency

**Center for Innovation & Economic Development  
214 Central Avenue, Dunkirk, NY  
1<sup>st</sup> Floor Conference Room**

**&  
Electronically via Live Stream on YouTube & Zoom**

December 17, 2024  
10:30 a.m.

PRESENT:

Gary Henry	Chairman	
Bradley Walters	Vice Chairman	
Sagan Sheffield-Smith	Treasurer	
Daniel Heitzenrater	Secretary	(Later Arrival)
Amy Harding	Member	
Kevin Muldowney	Member	
Tom Harmon	Member	

Also in attendance:

Mark Geise	Administrative Director/CEO
Richard E. Dixon	Chief Financial Officer
Shelby Bilskie	Successor CFO
Milan K. Tyler, Esq.	Counsel
Gregory L. Peterson, Esq.	Counsel
Lisa Cole	Counsel
Kristine Morabito	IDA Staff
Rosie Strandburg	IDA Staff
Carol Rasmussen	IDA Staff
Kayla Strandburg	IDA Staff
Nate Aldrich	IDA Staff
Jeanette Lo Bello	IDA Staff
Jason Sample	IDA Staff
Crystal Erhard	IDA Staff
Paul Wendel	County Executive
Thomas Whitney	STEL, Inc.
Michael Dee (SCNY)	Citizen (Member of the Public)
Mary Borrello Dee (SCNY)	Citizen (Member of the Public)
Mike Wilson	Consultant (Member
Greg Bacon	Observer/Jamestown Post Journal

Absent Board Member(s):

Daniel DeMarte	Member
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Meeting was called to order by Gary Henry, Chairman, at 10:30 a.m.

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Gary Henry

Good Morning. I would like to welcome everybody to the Board of Director's Meeting for the Chautauqua County Industrial Development Agency. We are at the Center for Innovation and Economic Development, 214 Central Avenue, Dunkirk NY. We are also streaming live via YouTube and Zoom. It's December 17, 2024 at 10:30 a.m. We'll go ahead and start with Roll Call.

Board

Aye – Unanimous. (6 Members Present)

Mark Geise

Dan is not going to be here. He called in.

Gary Henry

You should have all received the minutes from the November 19, 2025 meeting and had a chance to review those. Do we have a motion to accept the minutes?

Tom Harmon

So moved.

Brad Walters

Second.

Gary Henry

Thank you. All those in favor say Aye.

Board

Aye – Unanimous.

Gary Henry

Opposed? The minutes have been approved. I see PJ Wendel is here with us. Is there anything you would like to share with us this morning?

County Executive Wendel

Just really excited about the, you know, coming to the meetings as always. Congratulating Milan on his recognition here - one of the top hundred Economic Development Individuals in New York State. So, congratulations. I've said this before and I was talking with you know, Bob Murray, who was part of, you know, from Harris Beach, and really excited about what's been happening. Even, you know, we said, and this is something you'll hear going forward for me in the upcoming months. You know, the Governor herself has said in multiple times they're doing something right in Chautauqua County. You probably heard me say this, but that is going to be our mantra going forward, and everybody at this table is part of that. You know, what we're doing as far as our, you know, investing in our industries opportunities that are still out there on the horizon and things, as Mark has always alluded - different things that are baking in the oven. So, excited about what happened. But again, you know, we are you know, making strides and we are making changes, and I'm really excited. As Jason you know, alluded to. We had press information went out to our Partnership activity for our business ambassadors went out, and the list of people that are, you know, engaging in there. So, we are moving the needle on

bringing industry, bringing people and bringing business back to Chautauqua County in Western New York. So, excited about it, and glad to be here every month to hear what's happening. Thanks.

Gary Henry

Thank you.

Mark Geise

Thank you. Can I put a little more flesh on the bone regarding Milan?

Gary Henry

We'd like to hear it.

Mark Geise

So the publication - so it was the City and State magazine that recognized Millan as one of the top one hundred economic development individuals in New York State and they say that he's a thought leader. That, you know, he speaks at conferences. He's always up on the latest trends and the forecast and also highlighted his expertise in housing, energy, utility sectors and others. So, Milan, that's great. I'm so glad you're a part of our team. I really really am.

Milan Tyler

So, I can or cannot raise my rates?

Mark Geise

We'll talk about that.

Rich Dixon

They're high enough now.

Mark Geise

Yeah. Who is kidding who?

Greg Peterson

Let me ask one question.

Milan Tyler

Oh, it's a pop quiz

Greg Peterson

Milan showcased his talent with the National Comedy Center and he took Center stage. If you haven't been there - Karaoke and its well documented in film. So, you will see that at eleven tonight. Another level, unplugged.

Gary Henry

Very well deserved.

Milan Tyler

Thank you sir.

Gary Henry

We'll go ahead and move into New Business A - Silver Creek Apartments, LLC presented by Kristine & Milan.

Kristine Morabito

Thank you, Mr. Chairman. So just to recap, we've already presented this project twice before for a typical Pilot Tax Lease (difficulty hearing audio) This project is sponsored by Park Grove Development of Rochester and Southern Tier Environments for Living otherwise known as STEL based in Chautauqua County, working together as Silver Creek Apartments, LLC and to my left today I have Tom with us from STEL, who will speak in just a few minutes.

This new development includes the acquisition and demolition of the long, vacant, abandoned, and derelict former Silver Creek High School located at 58-62, Main Street in the Village of Silver Creek and town of Hanover. The developers will construct a new 50,000 square foot building with 54 safe quality, affordable apartments for seniors age 62 and up including 15 units set aside for supportive housing. There will be a mix of one and 2 bedroom units. The estimated project cost is \$20,155,262.00 Approximately 180 construction jobs and a little over 4 new permanent jobs are projected as a result of the project including supportive services through People Inc.

The 100 year old former Silver Creek High School Building has been vacant since 1978 and, as mentioned is in extremely poor condition. Such highly visible location on Main Street and downtown Silver Creek is a deterrent to investment in the Village presently. CCIDA previously approved a PILOT and Tax Lease for this project on February 7th of this year. Work has continued to finalize the project plans and financing. Like many complex projects with lengthy development timelines, sometimes companies need to request a small increase to the mortgage recording tax abatement once construction estimates become more definite and as they finalize their financing structure. Originally approved for \$191,574.00 mortgage recording tax abatement, a Consent Resolution before you today would grant an additional mortgage recording tax abatement of \$23,426.00 a total of \$215,000.00 mortgage recording tax abatement related to the project financing. This is the only request for this project being presented today. There is no change to the previously approved sales, tax abatement or the pilot schedule, and now I would like to introduce Tom Whitney, Sales, Executive Director and Tom we'd ask you to discuss where things are with the project currently next steps and a timeline toward ground breaking.

Tom Whitney

Okay, great. Thank you very much for having me again. I appreciate it, and once again, I want to stress I appreciate, truly, appreciate, support everybody here has given this project. This is something that I've personally been involved with for probably 12 years. It's just something at that point we actually wanted to renovate it. Unfortunately, it's gotten to the point where it cannot be saved. I do like saving historical buildings, if possible, it's too far gone. The roof has collapsed, the ceilings are on the ground - It's just needs to be torn down and built new. So, we have been working with HCR meeting with them. We've been meeting with our syndicators and investor to move forward. We are anticipating a 1st quarter. 2025 closing. Once we do that, then we can go ahead and start - probably demolition within the month after that. That's our anticipation. We've got a construction permit. We're working on the demolition permit. We're having an upgraded environmental study done now. There's water in the basement. We're working with the DEC and State to determine how to remediate that. There's obviously asbestos in the building so we're working on the best way to remediate the building. It looks like it's going to be a hot demo at this point. So, we've been working diligently to try and do this. We're kind of at the mercy of the State at this point to schedule something and then we can move forward, but we can't wait. I can't wait personally. So, that's our timeline at this point.

Kristine Morabito

Ok. Thank you for your comments.

Kevin Muldowney

How long will it take to demo?

Tom Whitney

Probably six weeks. Six weeks to two months. Something like that.

Kevin Muldowney

Great.

Tom Whitney

It's good news.

Kristine Morabito & Mark Geise

Are there any questions from the Board?

Guest (Public)

Oh, I'm on the Planning Board in Silver Creek and seen this thing come and go a number of times. I think the last time I saw the drawings that I have at my house are probably about a year old or more but has anything changed from that layout?

Tom Whitney

No. So that might have changed a little bit but other than that no we're sticking with that.

Guest (Member of the Public)

The water issues that you were talking about –are you talking about remediating water on site or the water supply and sewage demands?

Tom Whitney

The water in the basement. So okay, we're testing that to make sure that they don't-

Guest (Member of the Public)

Okay. So the water supply and sewage demands that there's not a problem then - because I thought I had heard that in the past. Ok thanks.

Kristine Morabito

Jeanette and Monica if you could pull up the (difficulty hearing audio)

Jeanette Lo Bello

I apologize.

Kristine Morabito

That's okay. I should have requested before I started my remarks. So, we're just going to pull up for you and our Board Members have a copy in front of them - same thing is going to go on screen of the updated concept elevation -an idea what the exterior will look like and while they're following that up are there any other questions of the Board?  
No. Then, maybe Milan can describe the Resolution that's being presented today?

Milan Tyler

Sure, I guess I'd like to back up and sort of explain why we are where we are and what most of the Board doesn't appreciate is that the Project Managers work with the applicant to figure out how much financial assistance they need but not too much right. You want to give, give them what they need but nothing more. So, in this case, when Kristine went through the initial number was one hundred and ninety some thousand as Kristine described the financing changes, etc. So, even though this is really a small increase in your Board Resolutions you need to approve specific dollars. We are going to approve this amount of sales tax, this amount of mortgage reporting tax. This PILOT which we believe has a value of X, so it's fixed in terms of the dollars and under the General Municipal Law if we give additional financial assistance well, then it has to come back for board approval, because you only approve dollars X, not Y, and if that increases under \$100,000.00 you do not need a new public hearings. So, there's no new public hearing here. For SEQRA purposes, and this is in your Resolution - this is a TYPE 2, meaning it's just an administrative kind of thing. There's no new - there's no change to the project -there's no effect on the environment and the eagle-eyed among you will notice that they asked for a total of \$212,500.00 - I sort of rounded up to \$215 just because I'm still thinking that the amounts may shift a little bit and the last thing we want to come back to you yet again. So, I personally just rounded up to \$215 in full disclosure, but I think that they will only use what they need right. The rest can just be unused. So, this is a Consent Resolution approving the increase in the mortgage reporting tax to a total of \$215,000.00 or as Kristine said \$23,426.00 in additional financial assistance.

Kristine Morabito

Thank you Milan. We do have the concept elevation up for all to see and board members have a hard copy in front of you as well. I don't know if you have any remarks about the elevation.

Tom Whitney

Thank you. We actually did want to try and take some of the concept of the original school and kind of incorporate it into - I would love to have been able to keep the facade of the school but it just wasn't possible. So, we tried to keep it, you know have some resemblance to the school in designing this.

Kristine Morabito

Mr. Chairman.

Gary Henry

Did we have any questions from the Board?

Kevin Muldowney

How many apartments are in it?

Tom Whitney

Fifty-four.

Kevin Muldowney

Right in front of me.

Gary Henry

Brad can you move New Business A1 for us?

Brad Walters

Resolution 12-17-24-01 Consent Resolution Silver Creek Apartments, LLC

Gary Henry

Do we have a second?

Tom Harmon

I can second it.

Gary Henry

Thank you Tom. We'll go ahead and do a Roll Call Vote.

Board

Aye – Unanimous.

Gary Henry

So, the Resolution is unanimously approved. Next, we'll move into our Executive Director's Report.

Mark Geise

I promised Gary I would be no less or no more than five minutes and he laughed. And I said, Okay, you watch. So, I just have a couple of things real quick. So, on the Ripley Shovel Ready Site we're in the process right now of releasing either a Request for Qualifications or a Request for Proposals. You know, depending on the source of the funding there are certain you know qualifications and rules about what you can release but you know preference would be to do a Request for Qualifications and have a consultant that can help out, not just with Ripley, but also Mason and any other Industrial Park work that we do, and that's sort of how the County does it. So, we've got that drafted up. We're hoping to release that in in January - early to mid -January and then we will get a get an engineering firm on board to do both the engineering and also they would do the oversight of the project - project oversight. So, we're getting real close. Milan's reviewed that and so we'll get that released soon. We're also waiting for a response from the EDA hopefully a positive response on the grant that we submitted for \$3.2 million dollars. Again, I think I talked about it last month that we can do the project potentially without it, but it would be scaled back, would then do the whole project as envisioned. We're working with the National Grid on the electric extension. They're doing the engineering right now. We had a public meeting some while back - positive feedback from the folks who would be affected by that - that we would need easements from. So, we're moving ahead with that. In terms of timeline - I would imagine that next year 2025, we get all the contractors in place and that we have a construction season in 2025, hopefully done by the end of 2025 with the project.

Mason Industrial Park - we're still working on Phase One which is the Environmental Due Diligence. There was archaeological work that still needed to be done. The weather impeded that. They're hoping to get back out there next dry spell hopefully we have and get that done, and then Phase Two again if we can get that RFQ out we have an engineering firm under contract they would then develop the engineering project oversight for Phase Two of Mason which is stubbing in the infrastructure.

Oh, the other thing I wanted to mention. This will come out, and when we talk about our financial reports but you know we are low on loan funds, which I guess is a good thing. It means all that money is out there working, but it also means that you know, we're getting requests that we can't that we can't fill at this point, but you know, we're getting that money coming back in. So, we're having to sort of prioritize those projects.

Last thing I want to say is that we're working on a CRM - sort of a project management software. Shelby has been working on that. She's been doing a lot of research - talking to a lot of people about putting a system in place that makes it easier for us to manage not only the projects that we're working on but also the grants that we're getting because typically

for example, we're getting funding from five, six different sources. Each one of those has different criteria for reporting and compliance and it's get it's going to get a lot more complicated. So, we want to make sure we have our ducks in a row. We can manage us that through a system. So, more to come on that. That's all I have. I think you made the five minutes.

Gary Henry

I think you made the five minutes. Not the three though.

Mark Geise

Not the three.

Gary Henry

I'd also like to mention that Dan Heitzenrater has joined us. So thank you. Next, we'll move into the Treasurer's Report.

Rich Dixon

My goal is to be shorter than Mark. Rich reviewed and discussed the Treasurer's Report.

Gary Henry

Any questions on the Treasurer's Report? Can I have a motion to accept the Treasurer's Report?

Kevin Muldowney

Motioned.

Gary Henry

Thank you Kevin. Do we have a second?

Tom Harmon

Second.

Gary Henry

Thank you Tom. All those in favor say Aye.

Board

Aye – Unanimous.

Gary Henry

Opposed? The Report has been approved.

Gary Henry

At this point I would entertain a Motion to go into Executive Session, for the purposes of discussing the financial or credit history of a particular person or corporation. In particular I would like to discuss the status of our loan portfolio and the financial and credit status of some of our borrowers. Do I hear such a motion?

Sagan Sheffield-Smith



So moved.

Gary Henry

Thank you Sagan. Do we have a second?

Dan Heitzenrater

Second.

Gary Henry

Thank you Dan.

Gary Henry

All those in favor say Aye.

Board

Aye – Unanimous.

Gary Henry

Opposed? Ok. We will now go ahead into Executive Session.

Executive Session

Start Time: 10:55 a.m.

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Executive Session

End Time: 11:15 a.m.

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Gary Henry

We are back in open session. I would like to report that there were no actions or votes taken during Executive Session and therefore no minutes of the meeting were taken. Did you have anything?

Mark Geise

No. Just that we have that schedule I don't know if you were going to talk about that.

Gary Henry

So, we have our 2025 Meeting Schedule. What we're looking to do is just get a verbal approval on that schedule for next year. But we have our official meeting in 2025 we'll vote on it and it'll be official but we just wanted to have everybody take a glance at that, make sure it like it's going to work and then, if that's the case, we'll move ahead.

I don't know that we need to take a vote on that unless anybody has any objections to those meeting dates.

Mark Geise

Well, it's basically following the same schedule we had this year, and we move up during November and December - I think a week.

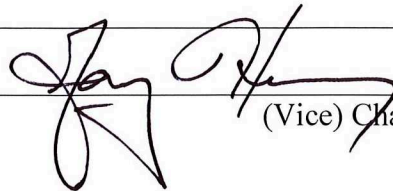
Gary Henry

It's possible, you know. Sometimes things have to be changed for one reason or another, but this will certainly be the point. Okay, any old business to come before the Board? Hearing none we will consider the meeting adjourned and our next CCIDA Board Meeting will be January 28, 2025 and it will be back in Jamestown at the BWB Building. Have A Merry Christmas.

The meeting is adjourned at 11:17 a.m.



(Assistant) Secretary



(Vice) Chairman