

SOUTHERN TIER WEST REGIONAL PLANNING & DEVELOPMENT BOARD

MINUTES – DECEMBER 19, 2024

The regular monthly meeting of the Southern Tier West Regional Planning & Development Board was held on December 19, 2024, at 1:00 PM at the Southern Tier West Offices.

Board Members

Kier Dirlam, Vice Chairman
Deb Root
Jerry Scott
Craig Clark
Crystal Abers, Secretary
Don McCord, Chairman
PJ Wendel
Rebecca Wurster
Donielle Lovell

Representing

Allegany County
Allegany County
Allegany County
Allegany County
Cattaraugus County
Chautauqua County
Chautauqua County
Chautauqua County
Seneca Nation of Indians

Others Attending

Richard Zink
Kimberly LaMendola
Dr. Fileve Palmer
John Mayr
Sarah Swinko
Megan Hageney

Representing

Staff
Staff
Staff
Staff
Staff
EDA ERC Fellow

Chairman Don McCord called the meeting to order at 1:04 p.m. Introductions were made, and a sign-in sheet was circulated.

Minutes of the Previous Meeting

Deb Root made a motion to accept the October 17, 2024, minutes as distributed. Craig Clark seconded the motion, and it carried.

Correspondence

Secretary Abers read a letter from Robert Keis resigning from the Southern Tier West Regional Planning and Development Board and his position on its affiliates: The Southern Tier West Development Foundation, the Southern Tier West Business Resource Center, Inc and the Southern Tier Enterprise Development Organization, Inc.

Project Review Report

Crystal Abers made a motion to acknowledge receipt of the project review report, Rebecca Wurster seconded the motion, and it carried.

Executive Director's Report

LDD/EDA 2024 Applications

The Appalachian Regional Commission has requested that the narrative for the LDD administrative grant be provided by December 20, 2024. The budget will be requested when funding is finalized with the ultimate passing of the Federal budget in the spring of 2025. In discussions with ARC the match requirement for the administrative grant is 30% which is new as previously the administrative grants were held to a 50% match threshold.

EDA is still awaiting final guidance for the 2025 grant period. There are a few options that may play out through this process. Included in the NDAA EDA is to be reauthorized with potentially a no match requirement. There is also a push to increase the yearly grant from \$70,000 to \$210,000. There is also a push to make the three year grant a true three year grant and not a renewable grant after each year with a new application.

Board Member Appointments on STEDO, STERA

A motion was made by Craig Clark and seconded by Deb Root to appoint Jerry Scott as the Southern Tier West representative on the STERA board. Unanimous

A motion was made by Deb Root and seconded by Rebecca Wurster to appoint Crytal Abers as the Southern Tier West representative on the STEDO board.

A motion was made by PJ Wendel and seconded by Craig Clark to appoint Donelle Lovell to the Southern Tier West Development Foundation Board of Directors.

A motion was made by Deb Root and seconded by PJ Wendel to appoint Crytal Abers, Don Benson and Kier Dirlam to the Southern Tier West Business Resource Center board of directors.

Southern Tier West Bank signatory update

A motion was made by PJ Wendel and amended by Crystal Abers and seconded by Craig Clark to approve Deb Root and Don McCord as signers on the Southern Tier West checking account and provide online access as well.

Board Members on STW and STERA

An update was provided for the memberships of both Southern Tier West and STERA.

Staff Updates

Small Business Development Center

A committee will be formed in January after additional information is obtained.

IIJA Funds

- Ripley Interstate Shovel Ready Site Development Project - Under review
- Westfield Downtown Redevelopment – Open – under contract

- Allegany County Comprehensive Sewer Study Project – Open – under contract

<u>LDD</u>	<u>Project Applicant</u>	<u>Project Name</u>	<u>Sponsor</u>	<u>Amount Requested</u>	<u>Application Status</u>
STW	Allegany County	Comprehensive Sewer Study Project	Allegany	\$ 560,000	Funded
STW	Allegany County	Gateway Project	Allegany	\$ 740,000	Funded
	County Total			\$ 1,300,000	
STW	Chautauqua County	Ripley Interstate Shovel-ready Development	Chautauqua	\$ 1,000,000	Funded
STW	Village of Westfield	Westfield Portage Inn Amphitheater	Chautauqua	\$ 131,514	Funded
	County Total			\$ 1,131,514	
STW	Cattaraugus County	Onoville Campground	Cattaraugus	\$ -	
	County Total			\$ -	
STW	Seneca Nation	Highbanks Campground	Seneca Nation	\$ 1,300,000	
	Nation Total			\$ 1,300,000	
STW	Southern Tier West	Municipal Water/Sewer System Scanning	STW LDD	\$ 49,000	
STW	Southern Tier West	Conserving farmland assets study.	STW LDD	\$ 50,000	in hand
	STW total			\$ 99,000	
				\$ 3,830,514	<u>Total STW</u>
Total Allocated through 2024				\$ 3,532,500.00	
Remainder of dollars allocated through 2024				\$ (298,014.00)	
2025 dollars allocated				\$ 1,177,500.00	
2025 dollars available				\$ 879,486.00	
2026 Dollars allocated				\$ 1,177,500.00	
Total Remaining				\$ 2,056,986.00	

Southern Tier West Program Reports

Program reports can be found in the Southern Tier West Newsletter – December 2024.

Southern Tier West Affiliation Reports

1. **STEDO**

The STEDO Board will meet on January 10, 2025 and is working on a loan

review

2. STERA

The STERA Board will meet on March 17, 2025. \$

3. STW Development Foundation

Has not met.

Committee Reports

The **Finance Committee** met on December 17th prior to the Board Meeting.

Public Comment

Crystal Abers reported that Cattaraugus County was having a job fair on October 17th and the WILMA Craft Festival on October 19th and 20th.

Kier Dirlam reported work that Allegany County is doing on a housing study and sewer study

Craig Clark provided an update on the Alle-Catt wind project.

Donelle Lovell provided an update on the new leadership at the Seneca Nation of Indians. She also discussed the waterfront study and CEDS update that is occurring in the planning department

Rebecca Wurster provided an update on LWRP and other infrastructure grants.

PJ Wendel provided an update on the Lake Erie Symposium and collaboration with the Army Corps of Engineers on various projects. He also discussed the successful year the Chautauqua County IDA had in 2024. PJ also discussed the wetland designation allowable by the NYSDEC and the ramifications of their size restrictions.

New Business

There was no new business.

Executive Session

A motion was made Kier Dirlam and seconded by PJ Wendel to enter into executive session. A motion was made by Jerry Scott and seconded by Rebecca Wurster to leave Executive Session. A motion was made by Deb Root and seconded by Craig Clark to approve the salary modifications that were discussed in Executive Session.

Audit Abstract

Deb Root moved to accept the October/November Audit Abstracts. Craig Clark seconded the motion, and it carried.

Next Board Meeting

The next regular meeting of the Southern Tier West Board of Directors will be held on January 16, 2025, at 1:00 PM at the Southern Tier West Offices.

Adjournment

Jerry Scott made a motion to adjourn, Kier Dirlam seconded the motion, and it carried.