

SOUTHERN TIER WEST REGIONAL PLANNING & DEVELOPMENT BOARD

# MINUTES – OCTOBER 17, 2019

The regular monthly meeting of the Southern Tier West Regional Planning & Development Board was held on October 17, 2019 at the Center for Regional Excellence in Salamanca, New York.

**Board Members**

Kier Dirlam, Chairman  
Jerry Scott  
Craig Clark  
Deb Root  
Robert Keis, Secretary  
Chuck Couture  
Norm Marsh  
Donna Vickman  
Jay Gould, Vice Chairman  
Don McCord  
Joe Galati

**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  
Fileve Palmer

**Representing**

Staff  
Staff  
Staff  
Staff  
Staff  
Staff

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

**Minutes of the Previous Meeting**

Chuck Couture made a motion to accept the September 19, 2019 minutes as distributed. Deb Root seconded the motion and it carried.

**Correspondence**

There was no correspondence.

**Project Review Report**

There was no report.

**Executive Director's Report**

**1. Federal Funding Outlook**

The House and Senate continue to work toward full-year appropriations for FY2020. The short-term continuing resolution was signed into law on September 27, 2019 which will keep federal

agencies and their programs funded until November 21, 2019. This spending measure provides Congressional leadership with extra time to negotiate and pass FY2020 spending bills.

**2. ARC Power Application**

Southern Tier West continues to work with ARC to receive the final contract.

**3. USDOL WORC Application**

The application was not awarded. There were 182 responsive applications of good quality. In a highly competitive field, 18 were selected for award.

**4. Past ARC Projects**

Allegany County continues to work with ARC to utilize funding for the Crossroads Water Line Project.

**5. Angel Fund Project**

A deadline for this fund has been set for October 9, 2019. Currently there are 12 commitments and checks provided. Southern Tier West is working to obtain eight more by the end of the month.

**6. Availability of Funds**

STEDO \$18,000; STEDO Agri Business \$450,000; STEDO Working Capital \$135,000; WRC Downtown Loan \$1,200,000; WRC Working Capital \$8,000; and CCBDC Micro - \$0. \*Loans made in the past month total \$460,000.

**7. Broadband Program**

Armstrong Cable has encountered significant cost increases in the fiber project due to required pole improvements. The project will most likely not move forward until this issue can be negotiated with the providers.

**8. STW Foundation Board**

Authorization was needed to change the check signers for the Southern Tier West Development Foundation's checking and savings account and line of credit. The two signers will be Richard Zink and Robert Keis. Chuck Couture so moved, Craig Clark seconded the motion and it carried.

**Southern Tier West Program Report**

Richard Zink reported on the following STW Programs:

1. Local Government: Planning & Zoning Training
2. ARC: Project Summaries for projects submitted in FY2019
3. Local Foods: Training & Development Workshops for Farmers Markets
4. YEA!: Classes for 2019-2020
5. GIS Data Collection: Ellicottville Trail, Chautauqua Lake, and Genesee River

## **Committee Reports**

**1. Program Development Committee**

A meeting will be scheduled before November 21, 2019. The Charter document will be available.

**2. Policy Committee**

The next meeting is scheduled for 12PM on November 21, 2019.

**3. Economic Development/Entrepreneurship Committee**

Met on Monday, October 17, 2019 at 10:00 AM. The three-county Industrial Development Agencies, Economic Development Departments and Small Business Development Corporation were in attendance. The group will meet in January 2020 to discuss economic and entrepreneurial initiatives within the three counties.

**4. Transportation Committee**

The STERA Board and STERA Audit Committee met on October 21, 2019.

**5. Water Source Committee**

The Committee has not met.

**6. Local Government Committee**

A Conference-call is being scheduled in the end of November to discuss topics for 2020 Annual Local Government Conference.

## **Public Comment**

Chairman Kier Dirlam reported that Allegany County approved an update to their Comprehensive Plan. Printing is being done by Alfred State College and the publication will be available online at the County website.

Richard Zink reported that the Southern Tier West CEDs document will be condensed to 100 pages (EDA Guidelines) in upcoming years.

## **Old Business**

Chairman Kier Dirlam reported that an attorney has been secured concerning the personnel matter discussed in the Executive Session at the September Board meeting.

## **Audit Abstract**

Acceptance of the September 2019 Audit Abstract was deferred until the next Board Meeting due to Chuck Jessup's absence.

## **Next Board Meeting**

The next monthly meeting of the Southern Tier West Board of Directors will be held on December 19, 2019 at 1:00 p.m. at the Center for Regional Excellence.

## **Adjournment**

Jay Gould made a motion to adjourn at 1:45 PM, Joe Galati seconded the motion and it carried.