

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 Members**

Kier Dirlam, Chairman  
Chuck Jessup  
Jerry Scott  
Craig Clark  
Robert Keis, Secretary  
Chuck Couture  
Crystal Abers  
Don Benson  
Norm Marsh  
Don McCord  
Rebecca Wurster

**Representing**

Allegany County  
Allegany County  
Allegany County  
Allegany County (via zoom)  
Cattaraugus County  
Cattaraugus County  
Cattaraugus County (via zoom)  
Cattaraugus County  
Cattaraugus County  
Chautauqua County  
Chautauqua County

**Others Attending**

Ed Bysiek  
Richard Rychnowski  
Richard Zink  
Sarah Phearsdorf  
Fileve Palmer  
Tom Barnes  
Jason Eastman  
Jon Mayr

**Representing**

Bysiek CPA  
Guest  
Staff  
Staff  
Staff  
Staff (via zoom)  
Staff  
Staff

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.



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. STEDO

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 meet on October 18<sup>th</sup> 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