

SOUTHERN TIER WEST REGIONAL PLANNING & DEVELOPMENT BOARD

**SEPTEMBER 19, 2020**

The Annual Meeting of the Southern Tier West Regional Planning & Development Board was held on September 19, 2020 at 1:00 PM via Zoom.

**Board Members**

Kier Dirlam, Chairman  
Deb Root  
Charles Jessup  
Robert Keis, Secretary  
Chuck Couture  
Donna Vickman  
Crystal Abers  
Jay Gould, Vice Chairman  
Don McCord  
P.J. Wendel

**Representing**

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

**Others Attending**

Ed Bysiek  
Richard Zink  
Sarah Phearsdorf  
Fileve Palmer  
Kimberly LaMendola  
Tom Barnes  
Jon Mayr

**Representing**

Bysiek CPA, PLLC  
Staff  
Staff  
Staff  
Staff  
Staff  
Staff

Chairman Dirlam called the meeting to order at 1:00 pm. Attendance was taken and recorded.

**Minutes of the Previous Meeting**

Chuck Couture moved to approve the July 16, 2020 minutes as distributed. Deb Root seconded the motion and it carried.

**Correspondence**

There was no correspondence.

**Project Review Report**

Bob Keis moved to acknowledge receipt of the Project Review Report, Chuck Couture seconded the motion and it carried.

## Annual Meeting Business

### 1. Audit Presentation

Ed Bysiek CPA, LLC presented the Audit Report Year ending June 30, 2020 to the Board. Chuck Couture made a motion to accept and approve the Audit, Donna Vickman seconded the motion and it carried.

### 2. 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. Donna Vickman made a motion to approve the newly appointed officers, Chuck Couture seconded the motion and it carried.

### 3. Presentation of Annual Report

Richard Zink gave highlights on the 2019/2020 Annual Report that was included in the Board packets.

### 4. Budget

Deb Root made a motion to approve the new budget, which has three new significant changes based on the new EDA Cares award and the ARC Power grant related to broadband. Bob Keis seconded the motion and it carried.

## Executive Director's Report

### 1. Federal Funding

Thus far, not any of the FY2021 appropriation bills have been signed into law; therefore, with only a few weeks remaining until FY2020 funding expires, Congress will likely need to pass a continuing resolution to prevent a government shutdown come October 1, 2020.

### 2. CEDS Planning Process

As part of the Annual EDA Planning Grant, STW is required to submit a Comprehensive Economic Development Strategy. The 2020 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). A motion was needed to approve the 2020 CEDS. Chuck Couture so moved, Jay Gould seconded the motion and it carried.

### 3. Angel Fund

Th Angel Fund continues to hold monthly meetings to familiarize members with the processes of running the organization. The fund held its first presentation of a potential project. In conjunction with the Chautauqua Count IDA, several efforts have been made to reach recruit new members. Visit [www.southerntierwestangelfund.org](http://www.southerntierwestangelfund.org) for more information.

### 4. NYSAWG

NYSAWG successfully closed out three food security programs supported by a \$25,000 grant from the WNY Covid-19 Community Response Fund.

### 5. NYSERDA

Central New York Regional Planning Board was rewarded a five-year contract from NYSERDA, of which STW is a sub-grantee. Under this program, STW will receive approximately \$400,000 over the term of the project.

### 6. Baseline

Southern Tier West was awarded the two-year funding in the amount of \$54,344.55 for the NYSDEC Source Water Protection Plan Program.

### 7. STEDO

STEDO will receive a \$660,000 EDA CARES Act Recovery Assistance Grant to capitalize and administer a RLF that will provide loans to Coronavirus-impacted businesses in Allegany, Cattaraugus, and Chautauqua Counties.

### 8. Staff Updates

Southern Tier West hired a new employee; Jason Eastman will start on October 5, 2020 to work on data analysis and carrying out the EDA CARES Act Recovery Program.

Halley Kottwitz is currently student teaching, with a possibility of returning to STW in December. The position will be held open to her until then.

## Southern Tier West Program Report

Richard Zink reported on the following STW Program:

1. Local Government: Planning & Zoning Training Webinars Schedule
2. Baseline: Source Water Protection Plans for our Communities
3. GIS: Data collection along Chautauqua Lake, Belmont, Scio
4. Broadband: Repeater sites funded by the ARC POWER Grant

## Committee Reports

1. Program Development Committee

Richard Zink reported that the Committee has not met.

2. Policy Committee

Richard Zink reported that the Committee has not met but will before the next STW Board Meeting.

3. Economic Development/Entrepreneurship Committee

The Committee has been meeting on Monday's at 10:30 AM.

4. Transportation Committee

The Committee has not met.

5. Water Source Committee

The Committee has not met.

6. Local Government Committee

The Committee has not met. There will a be a meeting scheduled for November.

7. Southern Tier Extension Railroad Authority

The next STERA meeting is scheduled for October 19, 2020.

## Public Comment

There was no public comment.

## Old Business

There was no old business.

## Audit Abstract

Chuck Jessup made a motion to accept the July-August 2020 Audit Abstracts. Jay Gould 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 15, 2020 at 1:00 PM in person at the Salamanca BOCES Center.

## Adjournment

Jay Gould made a motion to adjourn, Deb Root seconded the motion and it carried.

sjp