

**COUNTY OF CATTARAUGUS  
INDUSTRIAL DEVELOPMENT AGENCY**

**BOARD MEETING MINUTES**

**Thursday, February 7, 2019  
CCIDA OFFICES  
9 East Washington Street, Ellicottville, New York  
10:00 a.m.**

**Roll Call:** -Taken-

**Members**

**Present:**

Mr. Thomas Buffamante -Chairman  
Mr. Joseph Higgins  
Mr. Brent Driscoll  
Mr. Vergilio Giardini  
Mr. James Snyder  
Mr. John Stahley  
Mr. Michael Wimer

**Excused:**

All Members Present

**CCIDA Staff:**

Mr. Corey R. Wiktor, Executive Director CCIDA  
Mr. George Cregg, Jr – Legal Counsel, Hodgson Russ  
Mr. Robert McLaughlin – Legal Counsel, Hodgson Russ

**Guests:**

Mrs. Crystal Abers – *Economic Development Planning & Tourism*  
Mr. John Thomas – *The Villager, Newspaper*

Chairman, Thomas Buffamante called the meeting to order at 10:00 a.m.

A roll call of the Board of Directors of the CCIDA was taken; Mr. Buffamante, Mr. Higgins, Mr. Driscoll, Mr. Giardini, Mr. Snyder, Mr. Wimer and Mr. Stahly were present.

**APPROVAL OF MINUTES:**

**A Motion** was made by Brent Driscoll with a second by Joseph Higgins to accept the December 4, 2018 CCIDA Board Meeting Minutes as presented to the CCIDA Board. **Motion Carried**

**\*NEW APPLICATIONS/PROJECTS\***

**(#1) Scandinavian Spa Ellicottville, LLC:**

Scandinavian Spa Ellicottville, LLC. has asked the County of Cattaraugus Industrial Development Agency (CCIDA) to consider their application for the construction of which would include five (5) structures (14,000 sq. ft. of indoor space) to provide for reception/check-in, a limited service café, administrative and operations functions, locker rooms, massage rooms, a variety of saunas (Dry & Banya) and steam rooms, relaxation space, mechanical, storage and a small shop.

Mr. Travis Mayer was on the phone going over the high points of the new and exciting project. Mr. Mayer said that they have come to an agreement with Holiday Valley in regards to purchasing 5 acres of land. This land will have an access road from Snow Pine road overlooking the Inn, looking East towards Summerville Valley with no access from Holiday Valley Road. Mr. Mayer stated that he and his wife Elisabeth have researched various areas to purchase land and construct this project and their final choice was Ellicottville, NY. This Spa concept was derived from a Spa that they visited in Canada. Mr. Mayer also stated that he used this type of Spa when he was training for the Olympics.

Mr. Wiktor stated that the services that are going to be offered are currently not available in this area and that it will complement the whole ski experience when visitors come to our County. Mr. Wiktor mentioned that Holiday Valley had 60 weddings and HoliMont Inc. had 30 weddings last year. This is one more thing that will be available for a destination wedding. This will bring much need new jobs and also local labor will be used as much as possible during the construction stages of this project.

The question was asked in regards to employment figures. Mr. Wiktor stated that at first there will be 3-4 employees however, as things ramp up employment should go up to 14-15 part/full time employees. These are very conservative numbers and as the business evolves, they anticipate to increase the employment numbers. Mr. Buffamante asked for a general price for their services. Mr. Mayer stated that they are still finalizing their prices for individual services at this time.

Mr. Mayer discussed using local labor (Cattaraugus County) as much as possible in the construction of this project. They plan on a local firm to do the excavating and also for the construction of the individual buildings.

Additionally, the proposed development will include outdoor hot spas, cold plunges and water features. The spa design was modeled after the traditional Finnish and Icelandic hydrotherapy regimens where guests alternate between hot, cold and relaxation intervals to obtain physical and mental relaxation and therapeutic benefits.

**Total project cost/investment of: \$2,450,000 (+,-).**

## **RESOLUTIONS:**

A **Motion** was made by Brent Driscoll, seconded by Joseph Higgins, **RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR OF THE COUNTY OF CATTARAUGUS INDUSTRIAL DEVELOPMENT AGENCY TO HOLD A PUBLIC HEARING REGARDING A PROPOSED PROJECT TO BE UNDERTAKEN FOR THE BENEFIT OF SCANDINAVIAN SPA ELLICOTTVILLE, LLC.** A Roll Call vote was taken with, Mr. Wimer, Mr. Driscoll, Mr. Giardini, Mr. Stahley, Mr. Higgins, Mr. Snyder, and Mr. Buffamante voting yes. **Motion – Carried**

A **Motion** was made by Brent Driscoll, seconded by Michael Wimer, **RESOLUTION DIRECTING THE EXECUTIVE DIRECTOR OF THE COUNTY OF CATTARAUGUS INDUSTRIAL DEVELOPMENT AGENCY TO TAKE CERTAIN ACTIONS UNDER ARTICLE 8 OF THE ENVIRONMENTAL CONSERVATION LAW IN CONNECTION WITH A PROPOSED PROJECT TO BE UNDERTAKEN FOR THE BENEFIT OF SCANDINAVIAN SPA ELLICOTTVILLE, LLC.** A Roll Call vote was taken with, Mr. Wimer, Mr. Driscoll, Mr. Giardini, Mr. Stahley, Mr. Higgins, Mr. Snyder, and Mr. Buffamante voting yes. **Motion – Carried**

### **(#2.) Cutco Corporation & Subsidiaries:**

Cutco Corporation & Subsidiaries (Vector Marketing Corp, Cutco Cutlery Corp, Ka-Bar Knives Inc.) has asked the County of Cattaraugus Industrial Development Agency (CCIDA) to consider their application for sales tax abatement only on computer software and hardware and general office furnishing and equipment upgrades and expansions for administrative, sales support and manufacturing areas.

**Total project cost/investment of: \$1,000,000 (+,-).**

Mr. Wiktor next discussed the application received from Cutco Corporation and Subsidiaries. All subsidiaries were included because this project is for sales tax only and the equipment that is being purchased may be used in several of the different locations. As stated, this is for sales tax only and **will not** included mortgage recording tax abatement or real property tax abatement. Cutco is looking to purchase several new components for new computer hardware and software systems, general office furnishings to assist support staff along with equipment upgrades and expansions for administrative, sales support and manufacturing. All Cutco Divisions are included in this proposed project, to help support their necessary investment and improvement to support their sales and manufacturing. Mr. Wiktor also mentioned that this project will help preserve 600 jobs and may add additional jobs in the IT department of the Company.

Mr. Brent Driscoll said the he would answer any questions that anyone may have. He retired last year from Cutco Corp. This project is looking at \$40 – \$60 thousand in savings on the sales tax component.

Mr. Wiktor mentioned that is project did not require a Public Hearing to be done if the benefit is less than \$100,000.00. However, we have always held a Public Hearing on all projects even if the benefit is less than the \$100,000.

**RESOLUTIONS:**

A **Motion** was made by Joseph Higgins, seconded by James Snyder, **RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR OF THE COUNTY OF CATTARAUGUS INDUSTRIAL DEVELOPMENT AGENCY TO HOLD A PUBLIC HEARING REGARDING A PROPOSED PROJECT TO BE UNDERTAKEN FOR THE BENEFIT OF CUTCO CORPORATION.** A Roll Call vote was taken with, Mr. Wimer, Mr. Driscoll, Mr. Giardini, Mr. Stahley, Mr. Higgins, Mr. Snyder, and Mr. Buffamante voting yes.

**Motion – Carried** (Mr. Driscoll is a recent retiree of Cutco Corp. however, he has no involvement or financial interest with the Company.) (Mr. Buffamante’s firm does audit work for Cutco Corp. and its subsidiaries however he has no financial interest in the Company or this particular project.)

A **Motion** was made by Michael Wimer, seconded by James Snyder, **RESOLUTION DETERMINING THAT ACTION TO UNDERTAKE A PROJECT FOR THE BENEFIT OF CUTCO CORPORATION IS A ‘TYPE II ACTION’ AND NO FURTHER ACTION IS REQUIRED UNDER SEQRA WITH RESPECT THERETO.** A Roll Call vote was taken with, Mr. Wimer, Mr. Driscoll, Mr. Giardini, Mr. Stahley, Mr. Higgins, Mr. Snyder, and Mr. Buffamante voting yes. **Motion – Carried** (Mr. Driscoll is a recent retiree of Cutco Corp. however, he has no involvement or financial interest with the Company.) (Mr. Buffamante’s firm performs audit work for Cutco Corp. and it’s subsidiaries however he has no financial interest in the Company or this particular project.)

**\*Resolutions from Prior Applications/Projects that are in Process\***

-HK Olean Hotel, LLC., has asked the IDA to adopt a Fixed Fee PILOT in regards to their proposed new hotel that they are starting this Spring, in the City of Olean. Mr. Wiktor discussed that the original application was submitted back in December of 2014. This developer has resubmitted an updated application with this now being a 92 Room Hampton Inn Hotel.

Mr. Wiktor mentioned that we recently closed Olean Gateway which consisted of the ground work, infrastructure, and dirt work which was roughly a \$3.2 million-dollar project. The IDA also negotiated a fixed fee PILOT for that project, which is a deviation from our standard tourism PILOT which is a percentage based.

The Proposed PILOT Agreement would not provide any abatements for any special assessments levied on the Project Facility. The Proposed Pilot Agreement would be for a term of fifteen (15) years (the “Initial Period”), with the Company making the payments in each year as a Pilot Payment to each Affected Tax Jurisdiction as follows:

Year	Fixed Fee Pilot Payment
1	\$6,650
2	6,650
3	6,650
4	6,650
5	6,650
6	6,650
7	6,650
8	6,650
9	6,650
10	6,650
11	25,000
12	55,000

13	85,000
14	115,000
15	158,500

The Policy provides that, for a facility similar to the Project Facility, payments in lieu of taxes will normally be determined as follows: (i) the term would be fourteen (15) years, and (ii) the percentage of exemption in each tax year shall be as set forth in the following table:

<b>Tax Year</b>	<b>Percentage of Exemption</b>
1 through 10	100%
11	80%
12	60%
13	40%
14	20%
15 and thereafter	0%

Mr. Wiktor discussed with the CCIDA Board the possibility of going with fixed fee on all PILOTS in the future. This is much easier on the developer and also on the taxing jurisdictions that are billing the PILOTS because the amounts to be billed are listed on the PILOT agreement when it is first issued. This would make things much easier on all entities involved.

**A Motion** was made by James Snyder, seconded by Michael Wimer going forward with offering only Fixed Fee PILOTS on all projects in the future that request PILOTS. **All Board Members were in favor.**

**Resolutions:**

**A Motion** was made by Brent Driscoll, seconded by Joseph Higgins, **RESOLUTION(A) AUTHORIZING THE EXECUTIVE DIRECTOR OF COUNTY OF CATTARAUGUS INDUSTRIAL DEVELOPMENT AGENCY TO HOLD A PUBLIC HEARING REGARDING A PROPOSED AMENDED PROJECT AND (B) DETERMINING THAT ACTION TO UNDERTAKE THE AMENDED PROJECT FOR THE BENEFIT OF HK OLEAN HOTEL, LLC REQUIRES NO FURTHER ACTION UNDER SEQRA.** Roll Call vote was taken with, Mr. Wimer, Mr. Driscoll, Mr. Giardini, Mr. Stahley, Mr. Higgins, Mr. Snyder, and Mr. Buffamante voting yes. **Motion – Carried**

**A Motion** was made by Brent Driscoll, seconded by Thomas Buffamante, **RESOLUTION AUTHORIZING THE EXECUTIVE DIRECTOR TO SEND A LETTER TO THE CHIEF EXECUTIVE OFFICERS OF THE AFFECTED TAXING ENTITIES INFORMING THEM OF A PROPOSED DEVIATION FROM THE AGENCY’S UNIFORM TAX EXEMPTION POLICY IN CONNECTION WITH THE PROPOSED HK OLEAN HOTEL, LLC PROJECT.** Roll Call vote was taken with, Mr. Wimer, Mr. Driscoll, Mr. Giardini, Mr. Stahley, Mr. Higgins, Mr. Snyder, and Mr. Buffamante voting yes. **Motion – Carried**

**(#2.) Sunny Olean, LLC.:**

-Sunny Olean, LLC. has asked the Agency to approve an extension relating to the applicants issued Sales Abatement letter relating to the construction of the ongoing project for a term of one (1) year.

Mr. Wiktor explained that this Resolution is in regards to Jeff Belt’s Adaptive Reuse Project that was Approved back in July/August 2017, he is requesting a one-year extension on the sales tax exemption letter.

**Resolution:**

A **Motion** was made by Brent Driscoll, seconded by Joseph Higgins, **RESOLUTION AUTHORIZING THE EXECUTION BY COUNTY OF CATTARAUGUS INDUSTRIAL DEVELOPMENT AGENCY OF A CERTAIN MODIFICATION AGREEMENT IN CONNECTION WITH THE SUNNY OLEAN LLC PROJECT.** Roll Call vote was taken with, Mr. Wimer, Mr. Driscoll, Mr. Giardini, Mr. Stahley, Mr. Higgins, Mr. Snyder, and Mr. Buffamante voting yes. **Motion – Carried**

**(#3) Homeridae, Inc:**

-This project is still under construction. The PILOT was to be for 15 years, with the first PILOT payment due on 1/1/19, based on installed solar generating capacity (currently zero). The developer is asking the IDA to amend/clarify the PILOT Agreement so that the first of the 15 annual payments is 1/1/2020. **Please Note:** *The developer will still be paying taxes on the current land assessment in 2019.*

Mr. Wiktor presented to the CCIDA Board that the project is about 50-60% completed. They are looking to start their PILOT payments in 2020 when the project is installed and operating at full solar generating capacity. They are requesting an extension on when the PILOT will start.

**Resolution:**

A **Motion** was made by Brent Driscoll, seconded by Michael Wimer, **RESOLUTION AUTHORIZING THE EXECUTION BY COUNTY OF CATTARAUGUS INDUSTRIAL DEVELOPMENT AGENCY OF A CERTAIN FIRST AMENDMENT TO PAYMENT IN LIEU OF TAX AGREEMENT AND RELATED DOCUMENTS IN CONNECTION WITH THE HOMERIDAE LLC PROJECT.** Roll Call vote was taken with, Mr. Wimer, Mr. Driscoll, Mr. Giardini, Mr. Stahley, Mr. Higgins, Mr. Snyder, and Mr. Buffamante voting yes. **Motion – Carried**

**(#4) West Valley Solar, LLC.:**

-Amending various documents relating to the project closing. This request was asked by the developer relating to Solean, Solean West and Homeridae, and subsequently supported and adopted by the IDA.

Mr. Wiktor explained that this application was submitted last year and the solar power will benefit the Community. They are requesting the amendment of the documents to state that construction will start within 24 months. The taxing entities will receive the scheduled \$50,000 payment within this extension 24-month period. The Developer is looking to close with the Agency in 2019.

**Resolution:**

A **Motion** was made by Brent Driscoll, seconded by Michael Wimer, **RESOLUTION AMENDING A RESOLUTION ENTITLED “RESOLUTION AUTHORIZING EXECUTION OF DOCUMENTS IN CONNECTION WITH A LEASE/LEASEBACK TRANSACTION FOR A PROJECT FOR WEST VALLEY SOLAR LLC (THE “COMPANY”).** Roll Call vote was taken with, Mr. Wimer, Mr. Driscoll, Mr. Giardini, Mr. Stahley, Mr. Higgins, Mr. Snyder, and Mr. Buffamante voting yes. **Motion – Carried**

### **\*Presentation – IDA Compliance and Best Practices:**

A handout was included with the Board Members packets in regards to IDA Compliance and Best Practices relating to requirements that all IDA's must follow, of policy and procedure. Due to time constraints if any Board Member has any questions please feel free to contact George Cregg, Jr. or ask him at the next Board Meeting.

### **FINANCIAL REPORT:**

A Motion was made by Brent Driscoll, seconded by Thomas Buffamante to approve the Financial Reports for **December 2018 and January 2019** as prepared – A Roll Call vote was taken with, Mr. Wimer, Mr. Driscoll, Mr. Giardini, Mr. Stahley, Mr. Higgins, Mr. Snyder, and Mr. Buffamante voting yes. **Motion – Carried**

Mr. Wiktor stated that 2018 ended approximately \$124,000 in the “black”. This figure is of course an unadjusted figure, final adjusted numbers to be presented at the March Board meeting, via Audit presentation.

-An Audit Committee Meeting was held on December 20, 2018 at 8:30 a.m. The meeting was focused on selecting the Audit Firm to conduct the Agencies 2018 annual audit. Minutes were included in your Board Packet's for the Board Members review. Johnson, Mackowiak & Associates LLP located in Fredonia, NY was again selected to perform our 2018 Annual Audit. Motion by Driscoll, seconded by Buffamante to select the proposed Audit firm to conduct the annual audit, all in favor.

### **-CD Interest Rates and Terms from various Banks:**

The Finance Committee had suggested that we look into other avenues to invest the Agencies money, in CD's or Money Market accounts.

A listing of several banks and their current CD and Money Market rates was given to the Board Members for their review.

Mr. Wiktor proposed having a Finance Committee meeting to discuss the rates and what the best options would be for the Agency to invest money in order to receive a higher return on their investments.

Mr. Wiktor will schedule a conference call with the Finance Committee prior to our next CCIDA Board meeting so that their findings can be presented at the March 19, 2019 CCIDA Board Meeting.

Mr. Wiktor stated that we are currently in the closing stages for three projects, (West Valley Solar, HK Olean Hotel LLC, and West Valley Hotel) Hopefully these will be closing in the first or second quarter of 2019. We also anticipate one or two applications to be submitted for our March 19, 2019 CCIDA Board Meeting.

### **\*Executive Directors Reports:**

#### **-Internal (IDA Meetings/Discussions):**

- ✓ **NYSEDC Conference Recap:** Attended the annual NYSEDC Conference in Albany. Much discussed relating to topics that could impact IDA's and local economic development in 2019. Main topic: Proposing of Prevailing wages on all IDA Projects. This could potentially be a deal breaker on many proposed projects that are being contemplated through the IDA.

- ✓ Met with Courtney Cox with Savarino Development to discuss the proposed Manny-Hanny project and the general timeframes relating to the project. The developer would like to submit an application to the IDA in 2019.
- ✓ Met with Mark Storch, Acadia Energy to discuss small district energy projects.
- ✓ Met with Jason Crisafulli, with Kinley Construction to discuss a variety of project updates and ideas on proposed developments within the County.
- ✓ Met with Jason Opferbeck from Rafa Systems for a project update.
- ✓ Attended the Cattaraugus County Economic Development Team meetings.
- ✓ Met with Jim Fink from Buffalo Business First in regards to some marketing stories relating to various projects in Cattaraugus County.
- ✓ Met with Empire State Development a few times over the past few months in regards to a handful of projects that we are working on.
- ✓ Met with a WNY developer who is considering business park developments. Discussed possible site ideas and locations. More to follow.
- ✓ Met with Jim Stitt, Jr. at Cutco for an update meeting and also to outline ways the IDA can assist their capital improvement project needs.
- ✓ Met with Don Benson, Benson Construction and Development.
- ✓ Met with Larry Sorokes from GOACC & OBDC to discuss year end topics, projects, ideas and ways to assist each other in 2019.
- ✓ Met with Greg Sehr from Upstate Consultants, LLC. for a general business update meeting.
- ✓ Met with John Stahley to review his new appointment to the IDA Board as well as to get a general business update relating to Siemens Corp.
- ✓ Met with Scott Brechtebuel from Community Bank for a general update meeting and banking updates.
- ✓ Attended Cattaraugus County Business Development Corp. Board meetings.
- ✓ Met with Eric Pritchard from Setterstix to get a general update as to how their business is doing, as well as outline ways the IDA can assist their business.
- ✓ Met with Krog Development and Hart Development in regards to their proposed project(s) in the City of Olean.
- ✓ Conference call in regards to a proposed Tourism Destination Project that is looking at the Ellicottville area.
- ✓ Met with Richard Schechter from Pyramid Brokerage in regards to a possible commercial project and building sale within Cattaraugus County.



- ✓ Met with an interested local party who is possibly looking to purchase a long time Olean Business. This could be very good news, locally. More to follow.
- ✓ Met with a Regional solar developer who is looking at a commercial project here in Cattaraugus County.
- ✓ Met with a Company in the Olean area who shared some ideas on a possible sale, that would include positive news for the area and Region. This too, more to follow as this propose deal takes shape.
- ✓ Met with Christopher Sanzo of Sanzo Beverage, relating to a general business update meeting. They are looking at additional warehouse space in the immediate area of their main office.
- ✓ Met with Cutco Corp. to review a proposed application to the IDA.
- ✓ Conference call with a local manufacturer in Salamanca relating to a project update.
- ✓ Allegany-County BOCES Meeting relating to the hiring of a new Superintendent.
- ✓ Met with Bill Heim, owner of the House of Steel in Ashford, relating to a possible development project at his business.
- ✓ General business update meeting with Chris Napoleon from NES Bearings.
- ✓ Upcoming meeting with Jeff Belt, SolEpoxy as well as his proposed Adaptive Reuse project in Olean.
- ✓ Upcoming meeting with the newly hired Director of the SBA in Jamestown to discuss ways the SBA can help finance and assist businesses here in Cattaraugus County.
- ✓ Attended and presented at the Town of Portville Town Board meeting relating to a proposed solar farm (project) there.

**-External (Points of Interest relating to the CCIDA):**

- ✓ **Buffalo Niagara Partnership – 2019 Advocacy Agenda:** Please note the various topics that are key for this year’s economic development initiatives in the state.
- ✓ **New Report:** *“Leveraging Opportunity, Meeting Demand”: A New Blueprint for Transforming New York State’s Workforce System*”. A very germane article regarding the topic of workforce development and the need for skilled employees.
- ✓ **2019 Legislative Luncheon:** I will be attending this annual event, a very good event to get in front of various NYS elected Officials to discuss “hot topics”, that could and will impact economic development thrusts in the State.
- ✓ **The Holiday Valley Effect** – *NY Ski Blog*. An excellent article highlighting the beauty and driver that Holiday Valley is in the ski industry and the Ellicottville area.
- ✓ **Modern Travel:** *“Modern Travel – Spending 24 memorable hours in Ellicottville, New York”*. A travel writer wrote an excellent article highlighting the tourism destination that Ellicottville and Cattaraugus County is.

- ✓ **Ice Coast Magazine:** “*Big Fun at a Little Resort in Western New York*”. Excellent article, again dealing with the tourism engine that Ellicottville is.
- ✓ **Olean Times Herald Article:** “*Officials tour Field of Dreams facility n Allegany*”. This project is really coming along! Excellent project, well over 115 local trades people on the job, as well as local suppliers. Will be open in 2019!
- ✓ **Springville Journal:** “*West Valley Hotel hoping for spring opening*”. A recent article noting the updates on the reconstruction of the new West Valley Hotel.
- ✓ **Forbes.com:** “*In 2019, Blue-Collar Workers Disappearing and In Hot Demand*”.
- ✓ **Buffalo Business First Article:** “*Help wanted: Why employers can’t fill vacant jobs*”. A very pertinent article noting today’s hottest topic, of needing to find qualified employees. The need for “human capital” is beyond paramount.
- ✓ **Biz Journals Article:** “*Company of the Year: Cutco Corp.*”. An excellent article highlighting the amazing, local and Family business that is Cutco.
- ✓ **Manufacturing is cool again and it needs skilled workers:** A very timely article as well addressing the need for skilled manufacturing employees, and looking to grow that base at a younger age.
- ✓ **Olean Times Herald Article:** “*Olean moves ahead with accepting Downtown Revitalization Initiative project funding*”. Very good news relating to the recent award of the DRI. Several potential IDA projects are included within the DRI.
- ✓ **Eaton Young Manufacturers Academy Coming in February at JCC Olean:** Eaton Young Manufacturers Academy and Winter at the Races brought to you by Jamestown Community College Workforce Readiness and Dream It Do I WNY for Ages 10-14 on February 18 – 22, 2019.
- ✓ **Buffalo Business First Article:** “*Courtney Curatolo named new director of JCC’s Small Business Development Center*”. I will be meeting with the new director in mid-February.
- ✓ **Buffalo Business First Article:** “*Bona taps 30-year-old Connie Perkins to build nursing Program*”.
- ✓ **CNBC:** “*Canada’s Canopy Growth shares jump 11% on deal to develop industrial hemp farms in New York*”. A potential new and emerging market and possible economy for Cattaraugus County.
- ✓ **Billings Sheet Metal Inc.** “*A Year in review*” and – “*January Monthly Market Bulletin*”. Key market and Company updates from Billings.
- ✓ **The State Education Department:** Letter to Corey Wiktor from David O’Rourke, Ph. D, district Superintendent asking for Corey to assist in the search for a District Superintendent and CEO for the Cattaraugus-Allegany BOCES.

**Adjournment:**

A Motion was made by Joseph Higgins, seconded by Brent Driscoll to adjourn the meeting at 1:10 p.m. All in Favor – **Motion Carried.**

**-The next CCIDA Board of Directors meeting will be March 19, 2019 at 11:15 a.m. at the CCIDA Offices**