

**COUNTY OF CATTARAUGUS
INDUSTRIAL DEVELOPMENT AGENCY
BOARD MEETING
December 11, 2007
CCIDA OFFICES
11:15 a.m.**

Roll Call

Members

Present

Thomas Buffamante - Chairman
Joseph Higgins - 1st Vice Chairman
Joseph Eade - Secretary
Jerry Burrell - Member
Gregory Fitzpatrick - Member

Members

Excused

Salvatore Marranca - Second Vice Chairman
James Stitt - 1st Assistant Secretary/Treasurer

Staff

Corey R. Wiktor - Assistant Director/CFO

Guests

Rick Miller - Olean Times Herald
Kathy Kellog - Buffalo News

Chairman, Thomas Buffamante called the meeting to order at 11:21 a.m.

APPROVAL OF MINUTES

A Motion was made by Joseph Eade, with a second by Joseph Higgins to accept the minutes, with amendment of the October 23, 2007 Board Meeting. Motion Carried.

FINANCIAL REPORT

Corey Wiktor gave a overview of the October and November 2007 operating statements. Expenses have remained in line with the adjusted Budget however the income from apps. & fees is currently below projected. Mr. Wiktor also mentioned that the income listed under the other heading will be paid out to NY&LE Railroad \$13,889.45 local share - (Setterstix) and \$48,613.09 from FEMA grant both amounts received will be a pass through to NY&LE Railroad. A Motion was made by Joseph Higgins with a second by Jerry Burrell to accept the financial report for October and November 2007 as prepared. Motion Carried

Mr. Eade as Co-Chairman of the Nominating Committee with Mr. Marranca and assisted by Mr. Higgins and Mr. Burrell recommended to the board the following slate of officers for the upcoming year. The slate of officers presented for 2008 are as follows:

Chairman:	Thomas Buffamante
First Vice Chairman:	Joseph Higgins
Second Vice Chairman:	Salvatore Marranca
Secretary:	Joseph Eade
Fist Assistant Secretary:	James Stitt
Treasurer:	James Stitt

Mr. Joseph Eade so moved that this slate of officers be duly elected to serve. After a call for further nominations, Mr. Higgins made a motion to accept the slate of officers as presented. Mr. Burrell seconded the motion. Motion carried.

Mr. Buffamante next appointed the Audit Committee: Chairman-Greg Fitzpatrick, members Joe Higgins and Tom Buffamante

The Governance Committee: Chairman Salvatore Marranca, members Jerry Burrell and Joe Eade.

Corey Wiktor advised that the 2008 Budget had been submitted to the County for the 30 day comment period. No comments were received from the County. Corey Wiktor recommended that the board adopt the 2008 Budget. Corey Wiktor also discussed with the Board that the 2008 Budget has been added to the CCIDA web site and has been submitted to the NYS Authority Budget Office in order to comply with the Public Authority Accountability Act.

RESOLUTION(s)

Motion was made by Mr. Joseph Higgins seconded by Mr. Joseph Eade, **RESOLUTION AUTHORIZING EXECUTION OF DOCUMENTS IN CONNECTION WITH A CERTAIN COMMERCIAL PROJECT FOR HOLIMONT, INC. (THE “COMPANY”)** A Roll Call vote was taken with Mr. Eade, Mr. Burrell, Mr. Higgins, Mr. Fitzpatrick voting yes. Mr. Stitt and Mr. Marranca were excused. Mr. Buffamante abstained. Motion Carried

EXECUTIVE DIRECTOR’S REPORT

Corey Wiktor advised the Board Members of the meeting change date from the previously distributed schedule of 2008 meetings. There will not be a CCIDA Board Meeting in January 2008, the next meeting for the CCIDA will be on Thursday, February 7, 2008 which will be the Hodgson/Russ ski party. The February 7th meeting will have PAAA Training, Audit Committee meeting to sign the engagement letter for RA Mercer and also will include the Hodgson/Russ ski day at HoliMont Inc. Corey Wiktor stated that the detailed information in regards to this meeting date change will be forwarded as soon as it becomes available.

Corey Wiktor discussed the approval by the CCIDA Board of a new furnace which has already been installed by Vail Hardware in Little Valley a 90% efficiency furnace which is making the offices much warmer. The final price was \$2,325.25 and we will be applying for a \$300.00 rebate from National Fuel Gas.

Corey Wiktor went over the NY&LE Railroad safety report. Corey advised that he received a call from a concerned citizen in regards to the safety of some railroad crossing signs. Due to this call Corey went out and observed several different crossings and the signs that are posted. Corey then contacted Robert Dingman and had his crew do various tree/brush trimming and the CCIDA also ordered cross buck signs for one (1) location in particular which Mr. Dingman had installed by his workers. Corey intends to be proactive in his assessment of the crossing signs and advised Mr. Dingman that certain area signs that need to be upgraded in the future and also that the CCIDA would be keeping a register of categorized improvements and dates the work was completed for future reference.

A Motion was made by Joseph Eade seconded by Jerry Burrell to go into Executive Session to discuss a matter of personnel.

A Motion was made by Joseph Higgins seconded by Joseph Eade to return from Executive Session

A Motion to approve the 2008 Consulting Agreement with Norman Leyh was made by Jerry Burrell seconded by Gregory Fitzpatrick. Motion Carried

A Motion to approve a performance bonus of \$20,000 to be paid to Norman Leyh based upon the 2007 Consulting Contract was made by Joseph Higgins seconded by Joseph Eade. Motion Carried

A Motion was made by Joseph Eade seconded by Jerry Burrell that effective January 1, 2008 Corey Wiktor will assume the role of Executive Director at a salary of \$60,000. Motion Carried

MEMBER ITEMS

Corey Wiktor thanked the Board and staff for this opportunity and welcomed the challenge. He also discussed with the Board the business plan model which should be ready within the next 3-4 months, this plan will explain things we do and don't do in Cattaraugus County and he will also be looking at other IDA's to see if the CCIDA can adopt any additional avenues for future projects. Corey Wiktor also advised the Board that he is working closely with George Cregg, Jr. of Hodgson/Russ to develop new products for the CCIDA to market.

Corey Wiktor next discussed the Great Valley Water Park project, the 30 day window has expired for feedback in regards to the SEQR process. The only comment the CCIDA received was from the NYSDEC which expressed a concern with the CCIDA being lead agency in regards to this project. The CCIDA is currently working with the Hodgson Russ environmental staff to broker a relationship between the CCIDA and the NYSDEC to provide them with a comfort level with the CCIDA being lead agency on this particular project.

ADJOURNMENT

A Motion to adjourn was made by Gregory Fitzpatrick seconded by Joseph Higgins. Motion Carried.

EXECUTIVE DIRECTOR'S REPORT

The next scheduled Board Meeting will be held on **February 7, 2008** time to be advised.