

Wayne Economic Development Corporation
Board Meeting – February 28, 2023
MINUTES

A regular meeting of the Wayne Economic Development Corp (WEDC) was called to order by Chairman Scott Johnson, at 9:58 a.m. at 9 Pearl Street, Lyons, Second Floor Conference Room. The meeting was held in person for board members.

Members present in-person were Pamela Heald, Secretary Kaye Stone-Gansz, Kenneth VanFleet, Amanda McDonald and Robert DeBadts. Vice-Chairman Phil Eygnor, Jeannie Brockmyre and Treasurer Julie DiLella were absent. Also present in person were staff members Brian Pincelli, CEO; Jamie Corteville, CFO; and Deb Hall, Assistant Secretary. Katie Bronson, COO; and Ariel Camp, Economic Development Specialist arrived at 10:05 a.m.

Mr. Johnson presented Minutes from the January 25, 2023 board meeting for approval with a motion to accept by Ms. Heald and a second by Ms. Stone-Gansz. Minutes were accepted. Mr. Johnson welcomed the newest board member, Amanda McDonald, whose appointment now confirms a 9-member board.

Ms. Hall updated the board on Governance procedures and protocol including the Fiduciary Duties, Performance Measures, Confidential Board Survey and ABO required training. There was a brief discussion on the Survey which represents Board opinion from 2022. Ms. Heald asked if an Open Comment field could be added to the survey for written comments. Ms. Hall said she would do that and noted that new 2023 members need not reply. Also discussed was the requirement for ABO Board training. Links and instructions were provided to the new members and those needing still to fulfill requirements.

Mr. Pincelli introduced the draft loan terms document for discussion. The document the proposed rates that staff is looking at for interest rates relative to the purpose of the loan fund. Ms. Heald asked what the criteria is for when to apply plus or minus points to a flat rate. Mr. Pincelli stated that it depends on the Loan Review Committee recommendations and evaluation of risk. Ms. Heald suggested that consistency in applying a rate is necessary. Ms. McDonald, who serves on the Loan Review Committee, stated that they look at the bank terms and the collateral when determining appropriate rates and trying to be consistent with that primary evaluation. Ms. Bronson mentioned that the specific rates are tied to potential risk associated along with the eligible applicants to the fund. The Board discussed the need for this kind of funding for new businesses when traditional business loans are hard to get. Ms. Stone-Gansz mentioned the need for some students who want to start business. Ms. McDonald suggested setting rates at prime minus “x” and then set a floor rate. The Board agreed that consistency is important and these rates could make projects feasible.

Ms. Corteville presented the financial report by reviewing the agency funds and accounts. Grant funds and loan funds were reviewed. She then reviewed the Loan Aging report where one client is consistently late and two other were pending approval. The average days-payable is 24. Mr. Pincelli explained the genesis of the Microburst grant process for new small business start-ups in the county.

Ms. Camp updated the board on the Business Park Study and how the county is working with MRB consulting and the County GIS Dept. to create maps of existing or potential new parks and identify proper contacts. MRB shared data points to establish a baseline for discussion. Mr. Pincelli mentioned the existence of the railroad and using them as another asset development asset. Mr. VanFleet asked about GIS parcel data information for the county. Mr. Pincelli explained that the county is utilizing a state grant to consolidate shared GIS services in order to correlate needs with services and then make the data and tools available on the county website. Available sites will be outlined on the site but there is a need to

manage available site. He mentioned that there are services available, to buy managed-datasets of available site. He also mentioned the partnership we have with GRE and the focus they have on regional business attraction efforts. Mr. VanFleet pointed to the need for a central location to find practical information on available sites such as availability of water, sewer, and natural gas, for example. Ms. Bronson mentioned that it is great timing for the study so that the county can be prepared for other grant opportunities such as FAST-NY to develop shovel-ready sites.

Mr. Pincelli then mentioned the ongoing efforts by the county to develop an appropriate reuse plan for the site. To this end, there is conversations about an addendum to the Business Park Study that would look specifically at reuse opportunities for the former prison. Ms. Heald asked if a final presentation and action items would be presented to the board. Ms. Bronson said yes.

Mr. Pincelli brought up old business from the Indus hotel loan project. This not a primary loan but has not closed due to push back from the owner on the use of assets as collateral, in particular a trust fund. Other permanent collateral assignment is in the form of another parcel of land (the KFC site) in place of the life insurance request. The owner hesitated on the submission of personal tax returns. Owner asked if he could submit a letter from his primary lender instead, stating that his financial status has not changed. Ms. Bronson said that the owner has been very specific about his loan commitments, and that our requests are fair across all clients. Ms. McDonald said the bank is unlikely to submit this document asked if we waived this for him, would it be an unexplainable policy exception. Mr. Pincelli is not inclined to make the exception. Mr. VanFleet established that an applicant's tax return is a key set of data that is reviewed for all applicants. Ms. McDonald asked what is done with the tax returns. Ms. Corteville said that WEDC staff uses these as a monitoring tool. Mr. Pincelli confirmed the Board's consent that this requirement will be consistent and will not be waived. The Indus Corporation is considering development of other sites in the county. Ms. Hall asked if there was a way to reassure the client.

Ms. Corteville has sent out a survey for potential of a 504 lending interest. She is hoping for feedback from respondents by next month's meeting and will consider bringing in someone from the SBA for a presentation if needed.

Ms. Heald asked about the security of information being sent through email in the Board Packets. Ms. Hall stated that the information is posted on the website network but is not searchable by the public. Ms. Bronson said that the information we present to the Board is summarized and does not contain sensitive personal information and what we do send is open to the public. The loan committee gets the specific details in hard copy. Ms. Corteville also stated that if tax documents are sent electronically to her, she saves them to the county's secure network. Ms. Hall said she would inquire as to the level of security available for documents on website.

Mr. Pincelli updated the board on the presumed resolution of a potential lawsuit after notice from legal counsel as to "no filed appeal". Ms. Heald revisited the question if text messages of the Board are able to be "FOILED." Ms. Bronson is checking with legal counsel. Hearing no other business, Mr. Johnson stated that next WEDC Board Meeting was set for March 22 at 9:00 a.m. A motion to adjourn at was made by Ms. Heald with a second from Mr. DeBadts. Meeting adjourned at 10:45 a.m.

Respectfully submitted,



Deborah Hall, Assistant Secretary