

Governance Committee
April 13, 2018

The Governance Committee of WCIDA and WEDC met at 9:05 a.m. on Friday, April 13th, 2018 in the 2nd floor conference room, 9 Pearl Street, Lyons. Committee members present: Pamela Heald, James Hoffman and Robert Havrilla. Also present: Steve LeRoy, IDA Board; John Morell, Esq., Brian Pincelli, Director of Planning & Economic Development and M. Churchill and M. Leisenring.

The first item discussed was the current UTEP Policy (Uniform Tax Exempt Policy) of the WCIDA. After discussion it was the consensus of the committee to recommend to the WCIDA board that the UTEP language be changed so that eligible industrial projects would include manufacturing, remanufacturing, assembly, processing, product research & development; and eligible non-industrial projects would include warehousing, wholesale distribution, qualified retail, office, hotel, etc. The term "Housing" was not recommended for inclusion.

Mr. Pincelli next discussed the inclusion of 485-a type assistance for mixed use development in the UTEP. He will be doing a presentation to the Board of Supervisors on 4/17/2018 to explain that the WCIDA could adopt this incentive as part of their UTEP – or – each municipality could separately opt in to grant this incentive locally.

The next item discussed was the process to fill the vacant board seat that currently exists on the IDA board – and also at the end of 2018 Mr. Hoffman's seat will be vacant. Some suggestions were to establish seats to be filled through other groups, entities, such as the WCBC, BOCES, chamber, union, etc. Also suggested was filling board seats by type – such as agricultural business, business banker, educator, manufacturing business, etc. Using committees of the IDA board as feeders for the board – i.e. Audit and Governance Committees – was suggested. Ms. Churchill reiterated that according to PAAA rules, board members cannot have had projects, loans, etc. with the WCIDA for the past 2 years in order to be eligible for board membership. Mr. LeRoy has been in touch with someone from the agriculture sector who is interested in becoming a board member. It was suggested that this person attend the April 27th meeting to become acquainted with the board and how it operates. Ultimately the Board of Supervisors appoints members to the IDA board.

Discussion of a land lease for Silver Hill was not ready for discussion at this time.

Mr. Pincelli and Ms. Churchill discussed the succession plans in place necessitated by the upcoming retirement of both the Deputy Director of Planning and Economic Development and the WCIDA Office Manager. The H/R department has extended the application deadline to May 10th for the Deputy Director position. Mr. Pincelli has sent the job information to *Indeed* and some other on-line formats in hopes of receiving more qualified applicants. The position of Fiscal Officer will be on the agenda at the Board of Supervisors meeting on 4/17/2018 for their approval to authorize H/R to post the job vacancy. As part of the succession plan to integrate the WCIDA and WC Planning Dept., all positions going forward are county positions. Mr. Pincelli, Ms. Churchill and Ms. Leisenring will be meeting over the next few weeks to review procedures, policies, responsibilities, timelines, etc. to hopefully ensure as smooth a transition as possible.

Ms. Churchill noted a conference call at 11a.m. to discuss the recent CDBG program funds announcement from NYS. There being no further business, the meeting ended at 11:00 a.m.

