



September 16,2021

Meeting Minutes

CALL TO ORDER– Vice-Chair, Scott VanEtten, called the meeting to order at 9:02 AM in the STC Conference room. The meeting was a hybrid meeting so board members had the option to either attend in person or through tele-conferencing. Carl Blowers, Chair was in attendance but was having technical issues for the beginning of the meeting so Scott ran the meeting.

ATTENDANCE

Chemung County – Aaron Dowd; Vinnie Azzarelli; Ernie Hartman; Kevin Meindl

Schuyler County – Kristin VanHorn; Tim O’Hearn; Carl Blowers; Chad Hendrickson; Fonda Chronis; Jim Ryan, Phil Barnes

Steuben County – Heather Reynolds; Jack Wheeler; Jenn Miller; Jamie Johnson; Scott VanEtten

STC Staff – Chelsea Robertson; Victoria Ehlen; Brittany McKerlie; Janet Thigpen; Stephanie Yezzi

APPROVAL OF THE MINUTES – On a motion duly made (VanHorn/Miller) and carried, the minutes of the July 15th, 2021 meeting were approved.

COMMITTEE REPORTS

BUDGET AND PERSONNEL COMMITTEE

- a) **Staffing updates** – Chelsea stated that Yvonne will officially retire on Friday October 1st. She has since hurt her back and is recovering at home. STC hopes to celebrater her years of service once she is well enough to be back in the office. Also, Stephanie Yezzi has accepted a position at the Village of Johnson City as their Senior Planner. Stephanie’s last day will also be October 1st. We thank them both for their service and wish them luck in the future. STC will be hiring replacements in the coming months.

Chelsea also stated that we expect the regional leadership will be in person at the college in the spring.

AUDIT COMMITTEE

- a) **Abstract of Claims** – The audit committee reviewed abstracts totaling \$17,983.15. On a motion duly made (Johnson/Barnes) and carried, the abstracts were approved.

REGIONAL PROGRAM ACTIVITIES

- 1) **Updates on STC office physical space** – STC’s office has had some maintenance issues with the roof and the conference room, bathroom and kitchen has been deemed unusable. As such, STN has moved to the second floor, we are using bathrooms and a kitchen on the second floor and we are evaluating our options for conference rooms in the future. We do have a reduction in rent and the earliest we’ll get our office space back will be November.

2) Board Approval of the ARC Applications Review and Ratings – Victoria walked through the following applications and funding request. A total ARC request came in at: \$660,924 which is in line with prior year’s request.

Applicant	Project	Description	ARC \$ Request	Score
Corning Community College	Mechatronics/Industrial Maintenance Training	Purchase critical equipment for SUNY CCC’s Mechatronics program, the equipment will train	\$149,970	93
Village of Odessa	Wastewater system extension	This project will create an extension of the Odessa wastewater system to provide necessary service in a area of the community where business expansion are limited/impossible due to lack of service an septic expansions are limited due to the adjacent state classified trout stream	\$200,000	88
City of Hornell	HAT-DPW Garage	Construct a shared equipment garage for Hornell Area Transit, and the City of Hornell – which provides ambulance and fire services to 22 other communities in western Steuben.	\$200,000	84
SUNY Brockport	Capital Planning Pilot Project	The goal of this project is to complete several successful pilots and build management capacity assistance and accessible tools within the region to support capital planning practices for smaller governments.	\$42,366	84
Village of Montour Falls	CSC Revolving loan Fund	Develop a Revolving loan fund to offer small fast loans to businesses in the Village, particularly funding Climate Smart improvements for local businesses.	\$60,000	80
Institute for Human Services	Professional Development for human services professionals	ARC support for a series of professional development trainings to increase organizational capacity of non-profits in the Southern Tier region	\$10,700	n/a
Village of H.Port	Hammondsport Bandstand	To preserve the bandstand which is the center of music entertainment in the town	\$8,588	75
Six Applications	4 Non-Construction 2 Construction	Infrastructure, workforce development, small business support, capacity building, and asset based development	\$660,924	Total Request

On a motion duly made (Barnes/Johnson) and carried, the abstracts were approved. These applications will be sent onto Washington on or before October 1st.

OTHER BUSINESS

1) DDAA John D. Whisman Award – Mr. G. Thomas Tranter Jr. – Mr. Tranter was awarded a prestigious national award through Development Districts of Association of Appalachia (DDAA) to honor his work in fostering better intergovernmental cooperation between the local, state and federal partners. Chelsea then played for the board the award being given.

2) Next Board Meeting – October 21, 2021

ADJOURN - On a motion duly made, (Barnes/VanHorn) and carried, the meeting adjourned at 9:34

Respectively submitted,
Chelsea Robertson,
Executive Director