

TOWN OF CLARENCE, ERIE COUNTY  
INDUSTRIAL DEVELOPMENT AGENCY

MINUTES

January 19, 2023  
(Organizational Meeting)

Chris Kempton called the meeting to order at 8:15 a.m.

Present were Peter DiBiase, Robert Dixon, Elaine Wolfe, Clayt Ertel, and Chris Kempton. Unable to attend the meeting were Lauren Fix and Mary Powell. Also present were Paul Leone, Larry Meckler, Steven Bengart, Jennifer Strong, Peter DiCostanzo, Councilman/Liaison, Kimberly Ignatowski and Cynthia Rosel. Jonathan Bleuer, Director of Community Development for the Town of Clarence was also present to give a brief update on the "Vision Sheridan Drive Project."

Election of Officers for 2023.

The first order of business was the nomination and election of the officers for the CIDA 2023.

Mr. Kempton began with asking for nominations for the officers of the Clarence IDA Board. There were no nominations. The Chairman asked if any Board member would like to serve as an officer. The officers from 2022 were Chris Kempton as Chairman, Clayt Ertel as Vice Chairman, Peter DiBiase as Treasurer and Mary Powell as Secretary. Since there were no nominations, Mr. Kempton volunteered to serve as Chairman for 2023. The Chairman asked if there was a member who would like to serve as the Vice Chairman. Clayt Ertel answered that he would re-assume the position of Vice Chairman for 2023. Mr. Kempton asked if there was a member who would be willing to be appointed as the Treasurer. Peter DiBiase offered to serve as the Treasurer for 2023. Mr. Kempton asked if there was a member who would be willing to serve as the Secretary. Mary Powell was appointed as the Secretary. There being no other volunteers or objections, the Chairman asked for a motion to accept the slate of Chris Kempton, Chairman; Clayt Ertel, Vice Chairman; Peter DiBiase, Treasurer, and Mary Powell as Secretary for 2023. Clayt Ertel moved to accept the slate of officers as presented by Mr. Kempton with a second by Elaine Wolfe. There was nothing further on the question. The vote was as follows:

Vote: Ayes: DiBiase, Dixon, Wolfe, Ertel, Kempton. Noes: None  
Recuse: None. Absent: Fix, Powell. Motion carried.

Appointments to Staff.

The Administrative Staff appointees were, Lawrence Meckler and Steven Bengart to serve as Co-Counsel/Co-Assistant Secretary; Jennifer Strong of Neill and Strong as Transactional Counsel; Paul Leone as Business Consultant and CEO; Kimberly Ignatowski as CFO; Cynthia Rosel as Staff Administrative Assistant and Mary Morris as CIDA Billing Administrator. The Board was in agreement with the re-appointment of the slate of existing Staff as presented for the year of 2023. The Chairman recommended that the re-appointment of the staff and moved to accept the slate of appointments for the CIDA Staff as presented. There was a second by Robert Dixon. There was nothing further on the question and the vote was as follows:

Vote: Ayes: DiBiase, Dixon, Wolfe, Ertel, Kempton. Noes: None  
Recuse: None. Absent: Fix, Powell. Motion carried.

The Board members were thanked by those elected and appointed for the 2023 term.

#### Minutes of December 15, 2022.

There was a motion to approve the minutes of the December 15, 2022 meeting by Elaine Wolfe with a second by Robert Dixon. The vote was as follows:

Vote: Ayes: DiBiase, Dixon, Wolfe, Ertel, Kempton. Noes: None  
Recuse: None. Absent: Fix, Powell. Motion carried.

Mr. Kempton also noted that there are three committees to be formed yearly as per the By-Laws. They are the Executive Committee, the Governance Committee and the Finance and Audit Committee. There are a certain number of meetings wherein the members of the committees must meet. Mr. Kempton, with the permission of the Board, would like to assign the members to serve on these committees and come up with a schedule for the meetings. He will work with Ms. Rosel to set up the schedule for the meetings.

#### Treasurer's Report.

Peter DiBiase presented the Financial Report as of January 19, 2023. Mr. DiBiase reported on the balance in the checking account. The expenses to date for dues and subscriptions are in the amount of \$5,850.00 and \$60.00 for website maintenance for a total expense of \$5,910.00. The net income for the period is -5,910.00. The Budget is also attached for your review. Mr. Kempton asked Ms. Ignatowski if the bank accounts are now transferred. Ms. Ignatowski answered that the bank accounts have been moved over. She is working with Angela from Chase to set up the CD's. Mr. Dixon asked if it was decided how much of the funds would be invested into the CD's. Ms. Ignatowski answered that she and Peter DiBiase will discuss that. Mr. Dixon asked if they will be staggered. Mr. Kempton and Ms. Ignatowski said yes, they will. Mr. Ertel asked how long they will be locked in for...would that be quarterly. Ms. Ignatowski answered that the rates are going up so she would not lock them in for too long. Once she has a plan, she will let the Board know.

Vote: Ayes: DiBiase, Dixon, Wolfe, Ertel, Kempton. Noes: None  
Recuse: None. Absent: Fix, Powell. Motion carried.

#### Correspondence.

An e-mail was forwarded upon the Chairman's request from Invest Buffalo Niagara with an attachment that is a Labor Market Analysis – Executive Summary for 2022. Also, the ECIDA sent a proposed amendment to its UTEP that will consider additional incentives for women owned and minority businesses. The ECIDA adopted the policy. Mr. Kempton asked the Board to look it over it and it can be discussed next month.

Mr. Kempton added that the Invest Buffalo Niagara Labor Market Analysis is very interesting and if they have a chance, the Board should take a look at it.

Update on “Vision Sheridan Drive Project.”

Jonathan Bleuer, Director of Community Development updated the Board on the “Vision Sheridan Drive Project.” The kick-off meeting was held on Tuesday evening, January 17, 2023. Leanne Voight of Wendel Associates ran the meeting. Clayt Ertel and Peter DiBiase were at the meeting representing the CIDA. There was a very general conversation where they identified key stakeholders along the corridor and the group set the boundaries so to speak of the project. They are soft boundaries...they are meant to be soft but they want a focus area on design. The group did come up with two potential liaisons, Business liaisons, to the Board. The liaisons would potentially be Carl Montante of Uniland Development as a stakeholder since Uniland has the Town Center Development proposal and the escarpment piece, which are two potentially very large scale projects for Sheridan Drive that will drive what Sheridan Drive becomes. On the other spectrum, Mike Miranda of Miranda Automotive. Mr. Miranda has purchased several properties along Sheridan Drive that he is looking to convert into some sort of mixed use. He has proposed a couple of things to the Town that have been met with some resistance. Mr. Bleuer has had some personal conversations with Mr. Miranda who is very interested in the future of Sheridan Drive, what it will become and how he would fit into it. From a small scale perspective, he is a good candidate to bring both ends of the spectrum of the corridor together. Mr. Ertel has volunteered to reach out to the Montante’s and Mr. Bleuer will reach out to Mr. Miranda. Mr. Kempton asked how many people are on the committee. Mr. Bleuer said around 10. Jonathan did add they did identify that the meetings will be in person at the Clarence Town Hall. The meetings will be no more than an hour and a half. The committee is also proposing a community event of some kind that would take place, ideally, at a business on the corridor. That would be a good way to activate the community. The committee is thinking that would be sometime in April. Clayt said that a tentative date would be April 19<sup>th</sup>. Wendel is compiling data and is reaching out to Planning and Zoning for additional information. Wendel will do some technical analysis of the corridor and then the committee will regroup next month and further get into detail. The goal would be to report back to the CIDA monthly and share an update. The meetings of the Committee will be held the third Tuesday of the month at 4:30 p.m. at the Town Hall.

New Business.

Mr. Leone reported that he is still working on the proposed projects that he has been reporting on. Ms. Strong also spoke to Mr. Dean on his project regarding a revised application but has not received it back.

Ms. Strong also reported that there is a new state legislation that effect IDA’s.

Old Business:

None.

Items Not on the Agenda.

Councilman DiCostanzo added that Pallet Services was on the Town Board Work Session and will be on the formal agenda in two weeks.

There was a friendly motion to adjourn the meeting was adjourned at 8:46 a.m.

Respectfully submitted,  
Cynthia Rosel

