

DRAFT



## GCEDC STAMP Committee Meeting

Wednesday, December 2, 2020

Location: Electronically

9:00 a.m.

### MINUTES

#### ATTENDANCE

Committee Members:

C. Klotzbach, C. Yunker, A. Vanderhoof, P. Zeliff

Staff:

M. Masse, L. Casey, J. Krencik, C. Suozzi, S. Hyde

Guests:

Absent:

#### 1. Call to Order / Enter Public Session

P. Zeliff called the meeting to order at 9:03 a.m. via conference call / video conference.

Because of the Novel Coronavirus (COVID-19) Emergency and State and Federal bans on large meetings or gatherings and pursuant to Governor Cuomo's Executive Order 202.1 issued on March 12, 2020 suspending the Open Meetings Law, this Meeting is being held electronically via conference call instead of a public meeting open for the public to attend in person.

#### 2. Executive Session

C. Yunker made a motion to enter executive session under the Public Officers Law, Article 7, Open Meetings Law Section 105, at 9:04 a.m., for the following reasons:

1. The medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation.

The motion was seconded by A. Vanderhoof and approved by all members present.

#### Re-Enter Public Session

C. Yunker made a motion to enter back into public session at 9:30 a.m., seconded by C. Klotzbach and approved by all.

#### 3. Chairman's Report & Activities

**3a. Agenda Additions / Other Business** – Nothing at this time.

**3b. Minutes: October 27, 2020**

**A. Vanderhoof made a motion to approve the October 27, 2020 minutes; the motion was seconded by C. Yunker. Roll call resulted as follows:**

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P. Zelif - Yes  
C. Klotzbach - Yes  
C. Yunker - Yes  
A. Vanderhoof- Yes

**The item was approved as presented.**

**4. Discussions / Official Recommendations to the Board:**

**4a. Infrastructure / Construction Update** – M. Masse provided a progress update related to the advancement of infrastructure and construction at STAMP.

**4b. Clark Patterson Lee Bid Package Proposal** – The process of the SPDES permit and USFWS permit are nearing completion and we would like to go out to bid for the construction of approximately 44,750 linear feet of 18-inch PVC and 20-inch HDPE pipe from the STAMP site to the direct discharge at Oak Orchard Creek. This project would be split into three bids.

Fund commitment: Not to exceed \$22,000 from the \$33 million NYS award.

**C. Klotzbach made a motion to recommend to the full Board approval of the proposal from CPL to prepare the bid packages for the construction of the force main not to exceed \$22,000; the motion was seconded by A. Vanderhoof. Roll call resulted as follows:**

P. Zelif - Yes  
C. Klotzbach - Yes  
C. Yunker - Yes  
A. Vanderhoof- Yes

**The item was approved as presented.**

**4c. First Amendment to MOU with Niagara County Water District** – In March of 2019 the GCEDC and the NCWD approved a proposal from Wendel Engineering (NCWD's engineer) to complete the design, engineering, permitting and identification of rights of way to be able to supply up to 6 mgd to the Genesee-Niagara County line, as well as the legal expense for their attorney (Seaman Norris) in connection with the proposal. Wendel has completed the design work at a 60% level and held a meeting with the GCEDC and CPL to discuss the status. The Board previously approved the \$169,000 contract with Wendel. We are now seeking approval on the \$2,500 to Seaman Norris, LLPC.

Fund Commitment: Not to exceed \$2,500 from the \$8 million NYS award.

**C. Klotzbach made a motion to recommend to the full Board approval of the MOU with NCWD not to exceed \$2,500; the motion was seconded by A. Vanderhoof. Roll call resulted as follows:**

P. Zelif - Yes  
C. Klotzbach - Yes  
C. Yunker - Yes  
A. Vanderhoof- Yes

**The item was approved as presented.**

**4d. e3communications STAMP Public Relations Contract** – e3communications, a professional media and public relations firm/consultant supports the Genesee County Economic Development Center's STAMP project through active stakeholder public relations services. In 2020, assistance supported all levels of STAMP planning, sales and marketing.

e3communications also maintains and expands dedicated social media channels to promote and market WNY STAMP to various audiences, including those in economic development, workforce and higher education among others. This content also supports the GCEDC's sales and marketing activities for the STAMP site, including directly with active sales leads.

Fund Commitment of \$24,000. Funding is available and budgeted in the 2021 GCEDC Operations/Marketing budget; and a National Grid grant has been requested to reimburse the agency for 25% of the contract amount.

**C. Yunker made a motion to recommend to the full Board the renewal of e3communications STAMP public relations services for the January 1, 2021 to December 31, 2021 period at \$2,000 per month; the motion was seconded by C. Klotzbach. Roll call resulted as follows:**

P. Zeff - Yes  
C. Klotzbach - Yes  
C. Yunker - Yes  
A. Vanderhoof- Yes

**The item was approved as presented.**

#### **5. Adjournment**

As there was no further business, C. Yunker made a motion to adjourn at 9:55 a.m., seconded by C. Klotzbach and passed unanimously.