



**Chautauqua, Cattaraugus, Allegany & Steuben Counties**

# **Southern Tier Extension Railroad Authority**

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**"This institution is an equal opportunity organization"  
John Margeson, Chairman**

## **MINUTES OF BOARD OF DIRECTORS MEETING**

### **October 17, 2011**

The Board of Directors of the Chautauqua, Cattaraugus, Allegany and Steuben Southern Tier Extension Railroad Authority met at 9:30 AM on June 20, 2011 in the Conference Room in the office of the Southern Tier West Regional Planning and Development Board, 4039 Route 219, Suite 200, Salamanca, New York. The following persons were in attendance:

#### **Board Members In Attendance**

Michael Brisky  
James Cooper  
Seth Corwin  
William Daly  
Joseph Eade  
Terry Everetts  
James Griffin  
John Margeson

#### **Representing**

Cattaraugus County  
Southern Tier West RPDB  
Steuben County  
Chautauqua County  
Cattaraugus County  
Cattaraugus County  
Steuben County  
Allegany County

#### **Board Members Not In Attendance**

William Euliano  
Jay Gould  
Timothy O'Grady  
Thomas Ryan  
Vacant  
Vacant

#### **Representing**

Chautauqua County  
Chautauqua County  
Allegany County  
Steuben County  
Allegany County  
Seneca Nation of Indians

#### **Others Attending**

Thomas Barnes  
Carl Belke  
Lucas Brewer  
William Burt  
Richard Zink

#### **Representing**

STERA Secretary  
WNYP RR  
WNYP RR  
General Public  
STERA Executive Director

## **1. Call to Order and Introduction of Those Present**

Chairman John Margeson called the meeting to order at 9:45 AM. Introductions were made of those present.

## **2. Reading and Approval of the Minutes of the June 20, 2011 Annual Meeting**

The Board adopted a resolution approving the minutes of the June 20, 2011 Annual Board Meeting (Eade, Cooper, passing unanimously). Mr. Griffin asked that Board and Committee minutes be transmitted to Board members within two weeks of the meetings.

## **3. Communications**

There were no communications other than communications related to subsequent agenda items.

## **4. Treasurer's Report**

### **A. September 30, 2011 Treasurer's Report**

Mr. Zink distributed a Treasurer's Report for September 30, 2011. For the year to date ending September 30, 2010, STERA had a net income of \$26,091 on revenues of \$40,000. As of September 30, 2011, STERA had net assets of \$4,977,584 on assets of \$4,977,584, with a cash balance of \$101,860. Accounts payable as of September 30, 2011 were \$0.

Mr. Zink indicated that STERA anticipated paying \$4,851 for directors and officer liability insurance, which was due by October 31, 2011. The Board authorized this payment (Daly, Eade, passing unanimously). In response to a question from Mr. Griffin, Mr. Zink indicated that the limits on the policy were \$1 million per instance with a retention of \$10,000 per claim. Mr. Griffin suggested that STERA investigate the price of \$2 million or \$3 million of insurance. After discussion, the Board directed Mr. Zink to investigate these alternative insurance liability limits and authorized both Mr. Zink and Chairman Margeson to obtain this amount of insurance if the pricing seemed reasonable to both of them (Daly, Corwin, passing unanimously).

The Board adopted a resolution approving the Treasurer's Report for September 30, 2011 (Eade, Brisky, passing unanimously).

Discussion on the internal control procedure relating to review of interim internal financial statements by the Audit Committee was deferred until the Audit Committee and Governance Committee reports.

### **B. Review of Proposed 2012 Budget and Four Year Financial Plan**

Mr. Zink presented an amended proposed budget for 2012 and an amended four year financial plan for the years 2012 through 2015. After discussion, the STERA Board adopted a resolution adopting the 2012 budget (Brisky, Cooper, passing unanimously). After discussion, the STERA Board adopted a resolution adopting the four year financial plan (Eade, Everetts, passing unanimously).

### **C. STERA-STW Contract for Administrative Services**

At the June 20, 2011 STERA Board meeting, the STERA Board had adopted a resolution directing that STERA and Southern Tier West develop a written contract for the provision of services by Southern Tier West to STERA. The Board discussion at the June 20, 2011 Board meeting had broached the incorporation into such an agreement of the concepts of STERA Board member responsibilities, contract staff responsibilities, and Southern Tier West responsibilities.

Mr. Barnes reported that after investigation, it appears that STERA and Southern Tier West already have in place an executed contract for the provision of services, executed on October 30, 2000 and having a 20 year term. However, the agreement may be terminated or revised should it not provide for the type of relationship that the Board currently wishes to have with Southern Tier West.

Mr. Griffin indicated that the members of Audit Committee present on October 17, 2011 for the scheduled meeting had discussed the October 2000 agreement and felt that since the agreement is eleven years old, it is time to revise it. Mr. Griffin also indicated that he felt that the agreement needs to specify dollar amounts for payments to Southern Tier West by STERA for Southern Tier West's services.

After discussion, during which it was noted that the Audit Committee planned to meet sometime in late October or November (possibly November 14), the Board agreed that the Audit Committee would develop some revised language for the agreement, and the Audit Committee then would transmit the draft revised agreement to the Governance Committee, which would meet on December 5, 2011, which would then review the draft revised agreement and modify it as seemed appropriate, with recommendations to be made to the Board at the December 5, 2011 Board meeting.

## **Reports of Committees**

### **5. Executive Committee**

The Executive Committee has not met since the last Board meeting.

### **6. Audit Committee**

The Audit Committee was scheduled to meet immediately before the STERA Board meeting on October 17, 2011. However, due to lack of a quorum, the members present adjourned the meeting until the next formal meeting, met informally, and took no actions. Mr. Griffin reported on matters discussed at the informal Audit Committee gathering held on October 17, 2011, as follows:

#### **A. Next Audit Committee Meeting and Agenda**

Mr. Griffin noted that the Audit Committee would hold a special meeting before the next Board meeting, possibly on November 14, and that the agenda would contain discussion on the following topics:

- **Having the Treasurer be a Board member.** Mr. Griffin indicated that a recent revision to the PARA indicates that the CFO can be a Board member.
- **Development of job description for the CFO.**
- **Revision of the Audit Committee Charter.** Mr. Griffin indicated that the current Audit Committee Charter is too onerous, places too many duties on the Audit Committee, and has resulted in a situation in which the Audit Committee is not complying with its performance obligations per its charter (specifically mentioning the engagement of an internal auditor).
- **Revision of the Current Internal Control Procedures.** Mr. Griffin indicated that Kelly Dawson of Joseph Trussalo CPA would meet with the Audit Committee and devise a revised set of internal control procedures, which will be submitted to the Governance Committee and Board for approval.

## **B. Internal Control Procedures**

At the Audit Committee and STERA June 20, 2011 meetings, the Committee and Board had discussed a document setting forth the internal control procedures and the process for developing internal interim financial statements that STERA previously had adopted so to bring the organization into compliance with the auditor’s suggestions. However, as a consequence of the Audit Committee’s suggestions at the June 20, 2011 STERA Board meeting, the Board had adopted a revised internal control procedure, including a revised process for developing internal interim financial statements prior to their presentation at STERA Board meetings, in which STERA would engage an external accountant to review bank statements and internally prepared financial statements before they were presented to the Audit Committee for review, followed by a meeting between the Audit Committee and the accountant to discuss the statements, followed by a recommendation by the Audit Committee to the Board for their approval.

In this regard, Mr. Zink noted that he had obtained 3 prices for these services from accounting firms, as follows:

Ed Bysiek, CPA	No quote returned
Matt Keller, CPA	\$900 per annum
Joseph Trussalo CPA	\$800 per annum

Mr. Zink indicated that he had selected Joseph Trussalo CPA as low bidder for these services.

Mr. Griffin indicated that an alternative to using an external accountant for the review of internally prepared interim financial statements before review by the Audit Committee is that the audit services contract be revised to also include review by the auditor of bank statements and interim financial statements as time passes during the audit year as part of the audit process; the Audit Committee then could use this review, which would be done as part of the audit process and simplify the auditor’s year-end audit process, as part of its internal control procedure for reviewing internally prepared interim financial statements before review by the Board. Mr. Griffin indicated that the Audit Committee and Kelly Dawson of Joseph Trussalo CPA have agreed to meet prior to the next Board meeting to devise a revised set of internal control procedures, which will be submitted to the Governance Committee and Board for approval.

## **7. Governance Committee**

Mr. Eade noted that the Governance Committee met on June 20, 2011, and discussed three items:

### **A. Internal Control Procedures**

This issue had been discussed earlier in the meeting, and had been reported on in these minutes under the Audit Committee. The Governance Committee discussed the new internal control procedures approved by the Board at its June 20, 2011 meeting, and looked forward to hearing the report on the Audit Committee from its scheduled October 17, 2011 meeting. The Governance Committee made no recommendations on the internal control procedures to the Board at its October 17, 2011 meeting.

### **B. Report on Ethics Filings**

Mr. Eade noted that the Committee had discussed and approved a draft management report on the Ethics Filings made with the Cattaraugus County Attorney's Office prior to April 30, 2011, and had recommended to the Board that it approve it.

Despite the discrepancies between the copies of the Ethics Filings that the Cattaraugus County Attorney's Office had subsequently provided to STERA and what actually had been filed by STERA Board members and Corporate Officers with the Cattaraugus County Attorney's Office, a discrepancy that Mr. Barnes had noted at the June 20, 2011 Governance Committee meeting that he had been unable to resolve through detailed communication with the Cattaraugus County Attorney's Office, STERA management nonetheless feels comfortable that it can rely on the Cattaraugus County Attorney's Office's representation that it has no issues with respect to (a) STERA's compliance with the NYS ABO Policy Guidance 07-02 annual filing requirement regarding financial disclosure and (b) the lack of any financial issues or ethical issues arising from STERA operations and/or as indicated by the Ethics Forms (financial disclosure forms) submitted by STERA Board members and STERA Corporate Officers to the Cattaraugus County Attorney's Office by April 30, 2011 that would indicate that any STERA Board members or STERA Corporate Officers might be in a situation of actual or potential conflict of interest or where their independent judgment in the exercise of their duties for STERA may be impaired.

Mr. Barnes also noted that at the June 20, 2011 STERA Board of Directors meeting, the STERA Board had directed that Board members will send copies of the 2012 Ethics Forms filings to both the Cattaraugus County Attorney's Office and STERA management, so that this issue will not arise in the future. It was suggested that if it was acceptable to the Cattaraugus County Attorney's Office, perhaps Board members could transmit their 2012 Ethics Forms filings to STERA management, which could then forward them to the Cattaraugus County Attorney's Office.

After discussion, the STERA Board approved the management report on the Ethics Filings (Eade, Corwin, passing unanimously).

**C. STERA-STW Administrative Contract**

This issue had been discussed earlier in the meeting, and had been reported on in these minutes under the Treasurer's Report. The Governance Committee had discussed the issue at its October 17, 2011 meeting, but had no substantive recommendations regarding revision of the current administrative contract in place, deferring the matter to the general discussion at the October 17, 2011 Board meeting.

**D. STERA Procurement Policy**

Mr. Barnes noted that he had several concerns regarding STERA's procurement compliance obligations and its procurement policy. Mr. Barnes asked that the Board authorize engaging an attorney to assist with discovering all the procurement obligations that STERA has, and for updating STERA's procurement policy. At the recommendation of the Governance Committee, the Board approved engaging an attorney such as Harris Beach for this purpose (Eade, Daly, passing unanimously, Griffin abstaining).

**Unfinished Business**

**8. Operating Status and Proposed Rehabilitation Projects (report by Carl Belke, WNYP RR)**

Carl Belke, President & Chief Operating Officer of the WNYP RR, provided a detailed Management Report to the STERA Board. The Management Report covered the areas of Safety and Security, Financial Status of WNYP RR, Operations and Customer Service, Marketing and Freight Business, Mechanical Issues, Engineering and Maintenance of Way, Bridges and Culverts, and Other Projects.

WNYP is hoping that the 2012 construction season will see five construction projects:

- WNYP's rail, tie replacement, surfacing, and bridge repair project to be funded by a US DOT FRA RRIF loan to LAL;
- STERA's repair of three bridges to be funded through a NYS DOT 2005 Bond Act grant (WNYP match funds);
- STERA's repair of storm washouts in Allegany County to be funded through a FEMA/NYS OEM grant (WNYP match funds), which will begin in fall 2011;
- STERA's rail and tie replacement project in Cattaraugus County to be funded through a NYS DOT 2005 Bond Act grant (WNYP match funds); and
- WNYP's repairs to the Farmer's Valley Branch line in Pennsylvania to be funded through a PENNDOT grant.

The three STERA projects mentioned above were discussed separately from Mr. Belke's report and are reported later in these minutes.

Mr. Belke noted that Norfolk Southern operating issues that he had reported on at the prior Board meeting have been resolved. Certain customer freight volumes have increased, while others have decreased. WNYP anticipates an increase in Marcellus-related freight volume. Overhead coal traffic continues to be down.

Mr. Belke noted that May Road (Steamburg, Cattaraugus County) is now being closed and the signals at Lebanon Road (Steamburg, Cattaraugus County) are being upgraded. The Sherlock Hollow Road overpass highway bridge (Hinsdale, Cattaraugus County) has been closed, and a detour developed on existing local roads; this structure will be replaced with a grade crossing. He noted that a NYSDOT-funded highway/grade crossing project on Route 19 in Scio (Allegany County) will result in the construction of a temporary detour and grade crossing to keep the highway open while the grade crossing is rebuilt.

## **9. FEMA Project**

The Board discussed the STERA-sponsored project, which is a repair project that would utilize FEMA funds (75%, grant), NYS Office of Emergency Management funds (OEM, 12.5%, grant), and WNYP funds (12.5%, grant) to repair storm damage at eleven locations in Allegany County occurring as a consequence of storm events in April and early May 2011. At the June 20, 2011 STERA Board meeting, the Board had authorized STERA's application to OEM and FEMA for funds in support of the project.

The Board noted that because of the need to address certain aspects of the storm damage at two of the eleven locations, WNYP had undertaken expedited permanent repairs. It was noted that WNYP's expenses in this regard are eligible for inclusion in the FEMA/OEM project and are reimbursable by project funds. However, WNYP's status as STERA's agent in undertaking these repairs was an issue, inasmuch as STERA had not given prior authorization for the undertaking by WNYP of the expedited permanent repairs and inasmuch as STERA had not undertaken any competitive procurement process for securing WNYP's services in this regard. There was discussion regarding STERA's compliance requirements with respect to NYS law and STERA's own procurement policy. After discussion, the STERA Board adopted a resolution making a finding that making these permanent repairs on an expedited basis without competitive procurement was justified because of a health and public safety basis, and that WNYP was the appropriate entity to undertake these repairs on STERA's behalf, as WNYP is the operator of the rail line and as such was the sole entity capable of making these repairs (Cooper, Eade, passing unanimously).

The Board also noted that on October 4, 2011, at the direction of Chairman Margeson, STERA had issued a project manual for the project (including a request for proposals) to eight companies who were prospective providers of construction contracting services on some or all of the eleven project locations. Chairman Margeson had noted that he had approved issuance of these materials before authorization by the STERA Board to do (a) because the issuance did not commit STERA to anything, since STERA could retract these materials (including the RFP) before the November 9 due date for bids, and (b) because issuing the materials on October 4 would possibly enable STERA to get some of the project repair work done this fall, when it really needs to be done, as opposed to waiting until the spring of 2012, when the damaged assets might deteriorate even further, given spring thaw flows. After discussion, in which the Board indicated that Chairman Margeson's reasoning on this matter was sound, the Board adopted a resolution ratifying the issuance of the project manual for the project (Everetts, Daly, passing unanimously).

Noting that the bid opening for the project was scheduled for November 9, 2011, the Board also adopted a resolution authorizing either the Chairman or the CEO (a) to award the contract to the lowest responsible bidder on each project repair location (with non-low bidders capable of being selected if circumstance so justify) and (b) with WNYP's approval (as project engineer) of the selected contractor(s), to execute construction contract(s) with the selected contractor(s) (Eade, Corwin, passing

unanimously). This was done so as to obviate the need for either convening a full STERA Board meeting or creating a committee to oversee the process (which also would require a meeting that would have to be convened in person) or giving specific direction to the Executive Committee to oversee this process (which also would require a meeting that would have to be convened in person).

The Board received a letter proposal from WNYP requesting that STERA designate WNYP as its agent on the project, to provide certain services to STERA in support of the project. The Board noted that the expense of engaging WNYP to provide these services were reimbursable from project funds. After discussion, the Board adopted a resolution authorizing, conditioned on a favorable legal opinion as to this direct procurement of services without competitive procurement, the execution of an agreement between STERA and WNYP to provide certain services in furtherance of the project (Corwin, Daly, passing unanimously).

The Board also discussed a proposal from Southern Tier West requesting that STERA enter into a contract with Southern Tier West to provide administrative services in support of the project. The Board noted that the expense of engaging Southern Tier West to provide these services were reimbursable from project funds. After discussion, the Board adopted a resolution authorizing, conditioned on a favorable legal opinion as to this direct procurement of services without competitive procurement, the execution of an agreement between STERA and Southern Tier West to provide certain administrative services in furtherance of the project (Corwin, Daly, passing unanimously).

The Board authorized the use of its cash fund balance to provide interim financing for the FEMA project, provided that STERA would maintain a cash reserve sufficient for two years of its operating budget (Daly, Cooper, passing unanimously).

## **10. NYS 2005 Bond Act Project Status**

STERA has received a contract from NYS DOT for the repair of three railroad bridges. Although STERA had passed a comprehensive motion on the project at the November 15, 2010 Board meeting, NYS DOT requires a specific resolution to be approved by the Board. Accordingly, the Board adopted Resolution 11-02, which (1) authorizes STERA to appropriate and accept the state share funds of \$805,408 from the NYS DOT pursuant to agreement between STERA and NYS DOT and to pay these NYS DOT funds for work for the project, (2) authorizes STERA to appropriate and accept the local share funds of \$89,490 from the WNYP and pay these funds for work for the project, (3) that in the event the full state and local share costs of the project exceeds the amount appropriated above, the STERA Board shall convene as soon as possible to appropriate said excess amount immediately from WNYP, and contribute such funds to the project, upon the notification by NYS DOT thereof, (4) authorizes STERA Executive Director Richard T. Zink and STERA Board Chairman John Margeson to execute all necessary agreements, certifications or reimbursement requests for State Aid on behalf of STERA with the NYS DOT in connection with the advancement or approval of the project, and (5) authorizes STERA Executive Director Richard T. Zink and STERA Board Chairman John Margeson to execute all necessary agreements, certifications or reimbursement requests for local share funds and excess project cost reimbursement on behalf of the STERA with WNYP in connection with the advancement or approval of the project, and (6) authorizes STERA Executive Director Richard T. Zink and STERA Board Chairman John Margeson to execute all necessary agreements, contracts, and other documents as may be necessary on behalf of the STERA with any contractors or subcontractors as may be necessary and appropriate in connection with the advancement of the project, (7) provides that STERA shall provide for the administration of the project, and shall utilize \$805,408 of funding from NYS DOT and \$89,490 of funding from WNYP for the

project, and shall utilize funding from WNYP to pay for all costs of the project in excess of \$894,898, and (8) authorizes transmission of a certified copy of the resolution to be filed with NYS DOT by attaching it to any necessary agreement in connection with the project (Griffin, Brisky, passing unanimously).

STERA anticipates that this project construction will be in the spring of 2012 and be completed during the 2012 construction season.

#### **11. NYS DOT Bond Act RFP for Rehabilitation Funding**

NYS DOT recently has issued the anticipated RFP for rehabilitation funding that had been discussed at the November 15, 2010 Board meeting. Mr. Belke indicated that WNYP proposes that STERA apply for \$700,000 of 2005 Bond Act funding, with match in the amount of \$700,000, for a total project cost of \$1,400,000, with all excess project costs, if any, to be paid for by WNYP, with STERA to administer the project. The project would involve the installation of approximately 3 miles of welded rail on a 6 mile stretch of track between Olean and Killbuck in Cattaraugus County, with approximately 5,000 to 6,000 ties to be installed over that 6 mile stretch of rail line. WNYP will provide the \$700,000 of match to STERA in the form of steel (i.e., welded rail to be installed). The project would involve application by STERA through the new NYS CFA application process. After discussion, the Board authorized submission of the project funding application and acceptance of any funding award (Griffin, Brisky, passing unanimously).

After discussion, in which the Board noted that the project is a repair project and should not have any environmental impact or require any further environmental impact studies, the Board adopted a resolution that in the case that NYS DOT requires a SEQR process, the Board authorizes the designation of STERA as lead agent for SEQR review, the issuance of a SEQR short form EAF, the making of a finding that the project will not create any significant adverse environmental impact, and the authorization of the issuance of a negative declaration on the project (Griffin, Brisky, passing unanimously).

The Board authorized the submission of a New York State Vendor Responsibility Form (Griffin, Brisky, passing unanimously).

#### **12. NYS Public Authorities Accountability Act (PAAA) and Public Authorities Reform Act (PARA) Compliance Training Sessions**

Several current members (Mr. Brisky, Mr. Cooper, Mr. Euliano, and Mr. O'Grady) have not yet completed NYS ABO's PAAA compliance training sessions. NYS ABO now has training resources available online that will enable STERA Board members to obtain the required State-approved training.

#### **13. Other Old Business**

There was no other old or unfinished business discussed at the meeting. Other items of old or unfinished business on the agenda were not discussed at the meeting owing to the lateness of the hour.

## **New Business**

### **14. Proposed Adoption of Allegany County Hazard Mitigation Plan by STERA**

The Board noted that Allegany County has prepared its revised Allegany County 2011 - 2015 Multi-Jurisdictional Hazard Mitigation Plan. STERA, through WNYP acting as its agent, has participated in the HMP revision process. Allegany County has requested that STERA endorse and adopt the revised HMP, as endorsement and adoption of the revised HMP by STERA will preserve STERA's eligibility for FEMA money for future mitigation work that would be done in Allegany County. Allegany County has posted the revised HMP on its web site at <http://www.alleganyplanning.com/otherreports.htm> (see "Appendix K" on that page).

The STERA Board noted that the revised HMP confuses STERA with WNYP in certain places, but that this could be corrected as Allegany County undertakes its continuous revision process; STERA has communicated these minor issues to Allegany County for this purpose. The Board did note that the plan contains in Section 7 a current list of STERA's priority mitigation projects in Allegany County that STERA would like to sponsor using FEMA mitigation funds, as identified by WNYP. After discussion the Board adopted STERA Resolution Number 11-03, adopting the 2011 - 2015 Allegany County Multi-Jurisdictional Hazard Mitigation Plan and resolving to execute the actions in the Plan (Griffin, Daly, passing unanimously).

STERA anticipates that the other counties will ask STERA for the same endorsement as their HMP's are revised, with Cattaraugus County probably being first in this regard.

### **15. Proposed Transfer of Abandoned Rail Parcel to City of Jamestown for Hiking Trail**

STERA had been contacted in August by the Chautauqua County Department of Planning and Economic Development, on behalf of the City of Jamestown, to assist with the proposed acquisition or long-term lease of a certain abandoned rail parcel by the City for its redevelopment as part of a 1.5 mile-long multi-use trail (walking, biking, birding, etc.) through the City-owned Chadakoin Park. WNYP has directed its contracting agent (ReLTEK) to prepare a lease agreement for this parcel. WNYP has agreed to waive the application fee for the lease. WNYP is not sure that this parcel is even within its jurisdiction.

### **16. Other New Business**

There was no other new business discussed at the meeting. Other items of new business on the agenda were not discussed at the meeting owing to the lateness of the hour.

### **17. Public Comment**

There was no public comment.

### **18. Next Meeting Date and Agenda for Next Meeting**

The next regularly scheduled meeting of the STERA Board had been scheduled for December 19, 2011; however, the Board decided to reschedule this meeting to December 5, 2011 at 10:00 AM at the

Conference Room at the office of the Southern Tier West Regional Planning and Development Board in Salamanca, NY. STERA may decide to schedule one or more special meetings of the Board of Directors during 2011.

The Audit Committee will hold a special meeting before this December 5, 2011 Board meeting, possibly on November 14, 2011, with the date and time to be confirmed and broadcast to members and the public when settled upon. The meeting will be held in the Conference Room at the office of the Southern Tier West Regional Planning and Development Board in Salamanca, NY.

The Governance Committee will hold a meeting on December 5, 2011 at 9:00 AM in the Conference Room at the office of the Southern Tier West Regional Planning and Development Board in Salamanca, NY.

Additional special meetings of each Committee also may be called on other dates as needed.

**19. Adjournment**

The meeting adjourned at 11:45 AM (Daly, Everetts, passing unanimously).

I certify that this is an accurate summary of the meeting of the Board of Directors of the Chautauqua, Cattaraugus, Allegany and Steuben Southern Tier Extension Railroad Authority held on the date indicated above.

Name: \_\_\_\_\_

Office: \_\_\_\_\_

Date: \_\_\_\_\_