



Chautauqua, Cattaraugus, Allegany and Steuben Counties

Southern Tier Extension Railroad Authority

Center for Regional Excellence, 4039 Route 219, Suite 200, Salamanca, New York 14779
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“This institution is an equal opportunity organization”

Steven Havey, Chairman
Richard Zink, Chief Executive Officer

Minutes of Board of Director Meeting

June 10, 2024

The Board of Directors of the Chautauqua, Cattaraugus, Allegany and Steuben Southern Tier Extension Railroad Authority met at 9:30 AM on June 10, 2024 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, and via zoom. The following persons were in attendance:

Board Members In Attendance

George Prete
Gary Barnes
Jerry Scott
Steve Havey
Robert Keis
Keri Kerper
Corey Wiktor
Donald Benson

Representing

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

Board Members Not In Attendance

Paul Van Caesele
Vacant
Vacant
Vacant

Representing

Steuben County
Steuben County
Chautauqua County
Chautauqua County

Others Attending

Donielle Lovell
Kimberly LaMendola
Richard Zink

Representing

Seneca Nation of Indians
STW
STERA CEO

1. Call to Order and Introduction of Those Present

Recognizing a quorum, Richard Zink called the meeting to order at 9:30 AM. Introductions were made of those present.

3. Approval of the Minutes of the March 25, 2024 Meeting

The Board adopted a resolution approving the minutes of the March 25, 2024 Board Meeting (Havey, Keis, passing unanimously).

4. Election of Officers

The following offices were nominated:

Steven Havey – Chairman

Rich Dixon – Vice Chairman

George Prete – 2nd Vice Chairman

A motion was made to close nominations (Keis, Wiktor)

A motion was made to accept the nominations as presented (Keis, Benson)

A motion was made to name the corporate officers as follows:

CFO – Robert Keis

CEO – Richard Zink

Corporate Secretary – Kimberly LaMendola – (Wiktor, Kerper)

The following members were added to the audit committee – Rich Dixon and Donald Benson

5. Communications

There have been several communications referencing 224 South Barry Street in Olean, NY. This property is being purchased by the DePaul Group, Inc. in a transaction with Norfolk Southern. STERA as the property owner of record has been asked to approve the transaction. A motion was made by Scott and seconded by Keis to approve the transaction of the sale. All approved with abstentions by Benson and Kerper.

6. Treasurer's Report

Mr. Zink presented the Treasurer's Report for May 31, 2024. For the year to date ending May 31, 2024, STERA had a net income of negative \$48,000.00 on revenues of \$388,980.56. As of May 31, 2024, STERA had net assets of \$2,578,089.21 on assets of \$2,578,089.21, with a cash balance of \$32,192.21. Accounts payable as of May 31, 2024 were \$0, and accounts receivable as of May 31, 2024 were \$0. The Board adopted a resolution approving the Treasurer's Report for February 28, 2024 (Wiktor, Scott, passing unanimously).

7. Reports of Committees

A. Audit Committee

Mr. Zink reported that the Audit Committee had met earlier and discussed the financials that were presented at the board meeting as well as the need for a meeting in October to review the 2025 budget.

B. Executive Committee

Mr. Zink reported that the Executive Committee had not met

C. Governance Committee

Mr. Zink reported that the Governance Committee had met earlier that same day, and had reviewed and discussed STERA’s Financial Disclosure and Ethics Report as filed at Cattaraugus County.

Old or Unfinished Business

8. WNYP RR Operating Status Report

9. Status Reports on Current and Proposed Rehabilitation Projects

A. Active Projects:

1) Active Projects:

NYS DOT PFRAP Bridge Repair and Tie Installation Project (Southern Tier Extension Line and Buffalo Line) - should be completed in 2024

NYS DOT PFRAP Olean Enginehouse and Yard Improvement Project • STERA Tie and Rail Replacement PFRAP Project (Southern Tier Extension Line) – should be completed in 2024

NYS DOT PFRAP Track and Bridge rehab (Queen Street) – may have some remaining work in 2025

NYS DOT PFRAP Allegany to Niobe – should begin in 2024 and be completed in 2025.

B. Proposed Projects

Proposed Bridge NY Project (Salamanca Main Street Bridge Replacement and Track Realignment, Southern Tier Extension Line)

In 2017, STERA had discussions with the City of Salamanca and the Seneca Nation of Indians regarding a project that would involve replacement of the Salamanca Main Street rail bridge (replacing the 6 lane rail bridge with a two lane bridge, with higher clearance for Main Street underpass traffic) and the realignment of track just to the west of the bridge (re-routing of the main line in this area to remove the curvature of the line, which is a safety issue and which keeps train speeds down). Such a project (or at least the bridge replacement component) would be eligible for NYS DOT Bridge NY funding. The project grant application would not be submitted until a future year. The Seneca Nation of Indians representatives indicated that there would have to be approval by the Seneca Nation of Indians for both the bridge and track realignment projects to move forward.

10. Seneca Nation of Indians Representation on STERA Board

11. Compliance with NYS Public Authorities Accountability Act (PAAA) and Public Authorities Reform Act (PARA) and Other Statutory and Regulatory Requirements

Compliance Status – NYS ABO Training Requirements

Mr. Zink noted that all STERA Board members and staff are in compliance with NYS ABO training requirements

Discussion of Any Desired Policy Modifications

Mr. Zink encouraged Board members to bring any desired policy modifications forward at any time of the year.

12. Other Old or Unfinished Business

There was no other old or unfinished business discussed at the meeting.

New Business

13. New Business

A. Checking account Signatures

With new board officers a motion was made to add Steven Havey and George Prete as check signers at Cattaraugus County Bank. Mr. Zink will work with the bank and the board officers to complete this in the next few weeks. All other signers including Terry Everetts, Mitch Alger, and Frank Jay Gould are to be removed as signers. Motion by Scott and seconded by Wiktor, passing unanimously.

14. Public Comment

There was no public comment.

15. Next Meeting Date and Agenda for Next Meeting

The next meeting date is scheduled for October 21, 2024. The audit committee will meet prior to the meeting the governance committee will meet only if necessary.

16. Adjournment

The meeting adjourned at 10:04 AM (Prete, Kerper, 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: _____ CEO _____

Date: _____ March 25, 2024 _____

