



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

October 21, 2024

The Board of Directors of the Chautauqua, Cattaraugus, Allegany and Steuben Southern Tier Extension Railroad Authority met at 9:30 AM on October 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 people were in attendance:

Board Members In Attendance

George Prete
Gary Barnes
Jerry Scott
Steve Havey
Robert Keis
Keri Kerper
Rich Dixon

Representing

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

Board Members Not In Attendance

Paul Van Caesele
Corey Wiktor
Don Benson
Vacant
Vacant
Vacant

Representing

Steuben County
Cattaraugus County
Cattaraugus County
Steuben County
Chautauqua County
Chautauqua County

Others Attending

Donielle Lovell
Richard Zink

Representing

Seneca Nation of Indians
STERA CEO

1. Call to Order and Introduction of Those Present

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

3. Approval and Reading of the Minutes of the June 10, 2024 Meeting

The Board adopted a resolution to waive the reading of the minutes of the June 10, 2024 Board Meeting (Scott, Keis, passing unanimously).

The Board adopted a resolution approving the minutes of the June 10, 2024 Board Meeting (Kerper, Dixon, passing unanimously).

4. Communications

A communication was received from Cattaraugus County appointing Keri Kerper to the board until September 2027.

5. Treasurer's Report

Mr. Zink presented the Treasurer's Report for September 30, 2024. For the year to date ending September 30, 2024, STERA had a net income of \$138,700.13 on revenues of \$575,680.69. As of September 30, 2024, STERA had net assets of \$2,764,789.34 on assets of \$2,764,789.34, with a cash balance of \$218,892.34. Accounts payable as of May 31, 2024 were \$186,700.13, and accounts receivable as of May 31, 2024 were \$0. The Board adopted a resolution approving the Treasurer's Report for September 30, 2024 (Scott, Keis, passing unanimously).

The board approved a resolution to pay \$3,734 to Southern Tier West RP&DB for construction administration (Kerper, Scott, unanimously)

The board approved a resolution to pay the Directors and Officers Insurance not to exceed \$7,500 (Dixon, Keis, unanimously)

6. Reports of Committees

A. Audit Committee

Mr. Zink reported that the Audit Committee had not met earlier in the day. Accordingly, Mr. Zink reviewed the 2025 and 4 year 2025-2028 budgets as required.

The board adopted a resolution approving the 2025 budget as presented (Scott, Keis, unanimously)

The board adopted a resolution approving the 2025-2028 4 year budget as presented (Kerper, Keis, unanimously)

B. Executive Committee

Mr. Zink reported that the Executive Committee had not met

C. Governance Committee

Mr. Zink reported that the Governance Committee had not met.

Old or Unfinished Business

7. WNYP RR Operating Status Report

8. Status Reports on Current and Proposed Rehabilitation Projects

A. Active Projects:

1) Active Projects:

NYSDOT 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

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

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

B. Proposed Projects

The board approved a resolution to enter into contract #DR39091 PIN: 5936.88.301 which will provide upgrades to the rail line between Allegany and Falconer, NY. (Dixon, Scott, unanimously)

9. Seneca Nation of Indians Representation on STERA Board

The main street bridge in Salamanca was discussed.

10. 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.

11. Other Old or Unfinished Business

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

New Business

12. New Business

Board member appointments were discussed.

13. Public Comment

There was no public comment.

14. Next Meeting Date and Agenda for Next Meeting

The next meeting date is scheduled for March 24, 2025. The audit committee will meet prior to the meeting the governance committee will meet only if necessary.

15. Adjournment

The meeting adjourned at 10:14 AM (Scott, Dixon, 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: _____ October 21, 2024 _____