



Chautauqua, Cattaraugus, Allegany & Steuben Counties

Southern Tier Extension Railroad Authority

Center for Regional Excellence, 4039 Route 219, Suite 200, Salamanca NY 14779
Tel (716) 945-5301 Fax (716) 945-5550 TDD (716) 945-5301

“This Institution is an equal opportunity organization”

Steven Havey, Chairperson
Lisa Keck, Chief Executive Officer

Minutes of Board of Directors Meeting December 8, 2025

The Board of Directors of the Chautauqua, Cattaraugus, Allegany and Steuben Southern Tier Extension Railroad Authority met at 9:340 am on December 8, 2025, in the Conference Room in the office of the Southern Tier West Regional Planning and Development Board, 4039 Route 219, Suite 200, Salamanca, NY. The following people were in attendance:

Board Members in Attendance

Gary Barnes
Steven Havey
Donald Benson
Corey Wiktor
Angie Kennedy
Christopher Kramer
George Prete

Representing

Allegany County
Allegany County
Cattaraugus County
Cattaraugus County
Seneca Nation of Indians
Steuben County
Stueben County

Board Members Not in Attendance

Vacant
Keri Kerper
Thomas Harmon
Rosemarie Strandburg
Vacant
Vacant
Paul Van Caeseele

Representing

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

Others Attending

Lisa Keck
Kimberly LaMendola
Jeff Bauman
David Prindle

Representing

STERA CEO
STERA Corp. Secretary
WNYPRR
WNYPRR

1. Call to Order and Introduction of Those Present

Recognizing a quorum, Steven Havey called the meeting to order at 9:32 am. Introductions were made of those present.

2. Reading and Approval of the Minutes of the Previous Meeting (June 16, 2025)

The Board approved waiving the reading of the minutes of the meeting held June 16, 2025 (Benson, Wiktor; ayes all)

The Board approved the minutes of the meeting held June 16, 2025 (Prete, Benson; ayes all)

3. Communications

Steuben County sent confirmation of the reappointment of George Prete for another 3-year term to the STERA Board.

4. Treasurer’s Reports

The following reports were presented, as prepared and provided by former STERA CEO Richard Zink: 1) STERA 4-year budget; 2) STERA 2026 budget; 3) Income statement May – June 2025; 4) Income statement June – July 2025; 5) Income statement and balance sheet July – August 2025; 6) Income statement and balance sheet August – September 2025; 7) Income statement and balance sheet September – October 2025.

As of October 31, 2025, STERA had a net income of \$10,500 on revenues of \$517,474.72. As of October 31, 2025, STERA had net assets of \$2,582,029.21 on assets of \$2,582,029.21, with a cash balance of \$36,132.21. Accounts payable as of October 31, 2025, were \$0 and accounts receivable as of October 31, 2025, were \$0. The Board adopted a resolution approving the Treasurer’s Reports for October 31, 2025 (Benson, Kramer; ayes all)

George Prete asked if an RFP for audit services had been issued as was noted in the June 16, 2025 meeting minutes. Lisa Keck stated that an RFP had not yet been issued. Donald Benson suggested that when the RFP is issued it includes a detailed scope of services to assure compliance if an audit is ever performed. Corey Wiktor said he would work with STERA on developing an RFP for more technical audit services.

Angie Kennedy requested that as the DR numbers are included on the income statements, that the same references be made in the minutes and any meeting discussion notes.

5. Reports of Committees

- 1. **Audit Committee:** Audit Committee did not meet
- 2. **Governance Committee:** Governance Committee did not meet

6. Unfinished Business

- A. **WNYPRR Operating Status Report (WNYPRR representative)**

WNYPRR has been assisting Cimolai in Olean in managing their engines, to acquire a gantry crane, and providing pricing to move outgoing products but most of the company's needs revolve around bringing in steel by rail. In Steuben County, WNYPRR has assisted Alstom with continued storage berthing for the Acela trains, and in Allegany County they have assisted Hanson Aggregates with property acquisition. Jeff Bauman reminded the Board of the ongoing value of having active rail lines through the region and that rail and transload opportunities are one of the strongest impacts to positive economic development for the region. More discussion will continue at future meetings on ways to leverage the rail lines as important regional assets. Many opportunities exist for increased rail utilization and the Board was reminded that companies don't need to "be on the rail to use rail."

Jeff Bauman, Vice President of Sales and Marketing, provided updates on active and proposed projects as noted in the next section.

B. Status Reports on Current and Proposed Projects

1. Active Projects:

- NYS DOT PFRAP Bridge Repair and Tie Installation Project (Southern Tier Extension Line and Buffalo Line): this project is planned for 2026 (DR37168)
- NYS DOT PFRAP Olean Engine house and Yard Improvement Project: this project was completed in 2025 (DR37308)
- 2023 Falconer to Allegany STERA and Rail Replacement PFRAP Project (Southern Tier Extension Line): the target date for completion is 2027. This project will expand and upgrade service to Monofrax. (DR362333)

2. Proposed Projects:

- Salamanca Bridge Enhancement: the concrete has been descaled and discarded. This project is complete

C. Seneca Nation of Indians Representation on STERA Board

Angie Kennedy asked if the Falconer to Allegany project (DR362333) includes the section of track that runs through Nation territory in Steamburg. Jeff Bauman stated that it does and that WNYPRR will contact the Seneca Nation when at the appropriate stage and lead up to implementation so that all requirements of the Nation will be met.

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

1. Compliance with NYS ABO Training Requirements

7. New Business

There was no new business discussed at the meeting.

8. Public Comment

Angie Kennedy reported that the Seneca Nation of Indians is working on a trail project in the west end of Salamanca whereby the trail will utilize approximately 10 feet of right of way that runs adjacent to the rail line. The parcel was pieced away from STERA in 2023 and is owned by the Seneca Nation of Indians. There was discussion about possible installation of a barrier to prevent trail users from migrating onto the rail area. More discussion will follow. Also reported was that the Seneca Nation voted to decline access to GoBike to establish part of a proposed trail on railbed which will thereby shift GoBike’s route onto the public roadway.

9. Next meeting date

The next meeting of the STERA Board will be Monday, March 9, 2026. Special meetings may also be called as needed. Unless otherwise amended, all meetings of the STERA Board will be at 9:30 am in the Conference Room in the office of the Southern Tier West Regional Planning and Development Board, 4039 Route 219, Suite 200, Salamanca, NY 14779.

There will be an Audit Committee meeting immediately preceding each scheduled Board meeting. The Governance Committee and Executive Committee will meet as required. Additional special meetings of the committees may be called as needed during 2026. The meetings of the committees will be held at the office of the Southern Tier West Regional Planning and Development Board in Salamanca, NY.

10. Adjournment

The meeting adjourned at 10:36 am (Benson, Prete; ayes all)