

SENECA COUNTY
INDUSTRIAL DEVELOPMENT AGENCY
MEETING MINUTES

Annual Meeting
Thursday, January 3, 2019
12:00 Noon
Heroes Conference Room
Seneca County Office Bldg.
Waterloo, New York

Attendance:

Board Members Present:	Steven Brusso, Thomas Macinski, Thomas Kime, Don Trout, Erica Paolicelli, Jeff Shipley, Menzo Case, Steve Wadhams and Valerie Bassett
Board Members Absent:	none
Staff Attending:	Robert Aronson, Executive Director; Patricia Jones, Deputy Director; Kelly Kline, Office Manager
Others Attending:	Robert Kernan, CFO; Rob Halpin, The Halpin Law Firm; Mitch Rowe, Seneca County Manager; Paul Kronenwetter, Seneca County Supervisor; Dave Shaw, FL Times; Earl Martin, Deer Haven Park; Dennis Money, Seneca White Deer, Inc.

Chairman Brusso called the meeting to order at 12:01 p.m. A quorum of the Agency's members was present.

Election of Officers for 2019:

Mr. Brusso, as Chairman of the Governance Committee, informed Board Members that the Governance Committee is recommending the following IDA slate of officers for the 2019 calendar year: Steven Brusso - Chairman; Thomas Macinski – Vice Chairman; Erica Paolicelli – Treasurer and Steve Wadhams Secretary. A motion was made by Mr. Kime approving the 2019 IDA slate of officers. Seconded by Ms. Bassett. Motion carried.

Approval of IDA Meeting Minutes of December 6, 2018:

The minutes of the Agency's meeting of December 6, 2018 had been sent to Board members prior to the meeting. A motion was made by Mr. Macinski to approve the meeting minutes. Seconded by Mrs. Paolicelli. Motion carried

Approval of November 2018 Financial Statements:

The November 2018 financial statements had been mailed to board members prior to the meeting. Mrs. Paolicelli summarized the financial statements for the board. A motion was made by Mr. Wadhams to accept the November 2018 financial statements. Seconded by Ms. Bassett. Motion carried

Annual Financial Disclosure and No Conflict of Interest Forms:

PAAA requires the annual completion of the Financial Disclosure Form, Certification of No-Conflict of Interest form. Blank forms had been mailed to board members prior to the meeting to be completed by each appointed member/employee/officer of the Seneca County IDA. Staff is requesting Board members to return the completed forms to the IDA office by the end of January. Mr. Aronson also advised Board Members that the 2009 Public Authorities Reform Act requires Board Members to complete an evaluation of the board. Evaluations were given to board members and are to be submitted confidentially. Results will be compiled by the Governance Committee.

RESOLUTIONS REQUIRED FOR AUDIT:

IDA Resolution No. 2019 – 1 / Designation of Banking Institutions:

Designating the Chemung Canal Trust Company; Community Bank, NA; M&T Bank; Five Star Bank; Lyons National Bank; Savannah Bank, NA, Generations Bank and Generations Commercial Bank as the institutions that can be used for IDA banking purposes during the year 2019.

A motion was made by Ms. Bassett approving IDA Resolution No. **2019-1**. Seconded by Mr. Trout. Members Macinski, Brusso, Paolicelli, Bassett, Wadhams, Trout, and Shipley voted “yea”. Mr. Kime and Mr. Case Abstained. Motion carried.

IDA Resolution No. 2019– 2 / Designation of Persons Authorized to Sign Agency Checks:

Authorizing the following officers to sign checks for the IDA: Chairman; Vice-Chairman; Secretary; Treasurer; CFO and the Executive Director.

A motion was made by Mr. Trout approving IDA Resolution No. **2019-2**. Seconded by Mr. Wadhams. Members Macinski, Brusso, Wadhams, Paolicelli, Bassett, Kime, Case, Trout and Shipley voted “yea”. Motion carried.

IDA Resolution No. 2019-3 / Designation of Legal Counsel:

Designating The Halpin Law Firm as Legal Counsel and Bond Counsel.

A motion was made by Mr. Macinski approving IDA Resolution No. **2019-3**. Seconded by Mr. Trout. Members Macinski, Brusso, Wadhams, Paolicelli, Bassett, Kime, Case, Trout and Shipley voted “yea”. Motion carried.

IDA Resolution No. 2019-4 / Designation of Accountant/Bookkeeper:

Designating the accounting firm of Dermody, Burke, & Brown to be utilized as the IDA accountant and Eleanor Beattie to be the Bookkeeper for the year 2019

A motion was made by Ms. Bassett approving IDA Resolution No. **2019-4**. Seconded by Mr. Trout. Members Macinski, Brusso, Wadhams, Paolicelli, Bassett, Kime, Case, Trout and Shipley voted “yea”. Motion carried.

IDA Resolution No. 2019-5 / Designation of Auditor:

Designating the audit firm of Raymond F. Wager, CPA to be utilized as the IDA audit firm for the year 2018.

A motion was made by Mr. Kime approving IDA Resolution No. **2019-5**. Seconded by Mr. Shipley. Members Macinski, Brusso, Wadhams, Paolicelli, Bassett, Kime, Case, Trout and Shipley voted "yea". Motion carried.

IDA Resolution No. 2019-6 / Appointment of Chief Executive Officer:

Appointing Robert J. Aronson as the IDA Chief Executive Officer for the year 2019

A motion was made by Mr. Wadhams approving IDA Resolution No. **2019-6**. Seconded by Ms. Bassett. Members Macinski, Brusso, Wadhams, Paolicelli, Bassett, Kime, Case, Trout and Shipley voted "yea". Motion carried.

IDA Resolution No. 2019-7 / Appointment of Chief Financial Officer:

Appointing Robert E. Kernan, Jr. as the IDA Chief Financial Officer for the year 2019.

A motion was made by Ms. Bassett approving IDA Resolution No. **2019-7**. Seconded by Mr. Macinski. Members Macinski, Brusso, Wadhams, Paolicelli, Bassett, Kime, Trout and Shipley voted "yea". Mr. Case abstained. Motion carried.

Extension of the Contingency Period for the sale of property at Deer Run:

On June 7, 2018 the board approved a purchase and sale contract of approximately ten acres at Deer Run Corporate Park to Jim Saik, owner of Finger Lakes Agronomics. The contract has a contingency period for Mr. Saik to obtain necessary permits and town approvals. Mr. Aronson advised the board that Mr. Saik is unable to proceed with his site plan until Finger Lakes Railways has designed the rail siding. Therefore, he is requesting a four-month extension of the contingency period. A motion was made by Mr. Kime Approving the extension. Seconded by Mr. Wadhams. Members Macinski, Brusso, Wadhams, Paolicelli, Bassett, Kime, Case, Trout and Shipley voted "yea". Motion carried.

Other Business:

Approval of IDA Resolution No 2019 -08 / Deer Haven Park LLC PILOT:

Mr. Aronson advised the board that Earl Martin, owner of Deer Haven Park LLC, has submitted an application for financial assistance of a PILOT on behalf of the Seneca White Deer, Inc. in support of their efforts to establish an ecotourism enterprise at the former Seneca Army Depot in the Town of Varick. Mr. Martin stated that the goal is to promote the white deer and while there have been some challenges it has been coming along nicely. He noted the requested pilot will allow some long-term predictability so that he may continue to build on what has been accomplished so far. Mr. Aronson also noted Mr. Martin is requesting the IDA to waive the 1% agency fee. The proposed terms of the pilot are as follows: A three-year pilot with a fixed payment of \$20,000 to be distributed amongst the taxing jurisdictions. The resolution accepts the application, authorizes a public hearing to be scheduled and held with respect to

the project and names the IDA as lead agency in regards to SEQRA. Mr. Aronson then presented IDA Resolution No. 2019-08 as follows:

RESOLUTION OF THE SENECA COUNTY INDUSTRIAL DEVELOPMENT AGENCY (THE "AGENCY") (i) ACCEPTING THE APPLICATION OF DEER HAVEN PARK LLC (THE "COMPANY") DATED JANUARY 3, 2019 WITH RESPECT TO A CERTAIN PROJECT (AS MORE FULLY DESCRIBED BELOW), (ii) AUTHORIZING A PUBLIC HEARING WITH RESPECT TO THE PROJECT, (iii) NAMING ITSELF AS LEAD AGENCY UNDER ARTICLE 8 OF THE NEW YORK STATE ENVIRONMENTAL CONSERVATION LAW IN CONNECTION WITH THE PROJECT, (iv) DESCRIBING THE FORMS OF FINANCIAL ASSISTANCE BEING CONTEMPLATED WITH RESPECT TO THE PROJECT, AND (v) AUTHORIZING THE NEGOTIATION OF A LEASE AGREEMENT, LEASEBACK AGREEMENT, PILOT AGREEMENT AND RELATED DOCUMENTS

A motion was made by Mr. Trout approving IDA Resolution No. 2018-08 / Inducement Resolution / Deer Haven Park LLC, authorizing staff to move forward with a public hearing and waiving the 1% agency fee associated with the project. Seconded by Mr. Macinski. Members Macinski, Brusso, Wadhams, Paolicelli, Bassett, Kime, Case, Trout and Shipley voted "yea". Motion carried

Executive Session:

None

Adjournment:

A motion to adjourn the meeting was made by Mr. Trout. Seconded by Mr. Macinski. Motion carried. The meeting adjourned at 12:25p.m.

The next regular scheduled meeting will be held on **February 7, 2019 12:00 Noon** in Heroes Conference Room, Seneca County Offices.

Respectfully submitted,



Stephen Wadhams
Secretary

pc: Margaret Li, Clerk to the Board of Supervisors