

**SENECA COUNTY
INDUSTRIAL DEVELOPMENT AGENCY
MEETING MINUTES**

Annual Meeting
Thursday, January 9, 2020
12:00 Noon
Heroes Conference Room
Seneca County Office Bldg.
Waterloo, New York

Attendance:

Board Members Present:	Steven Brusso, Thomas Kime, Don Trout, Erica Paolicelli, Menzo Case, Steve Wadhams and Valerie Bassett
Board Members Absent:	Jeff Shipley
Staff Attending:	Patricia Jones, Deputy Director; Kelly Kline, Office Manager
Others Attending:	Robert Kernan, CFO; Rob Halpin, The Halpin Law Firm; Marie Smithgall, Carpenters Union 277; Dave Shaw, FL Times; James Saik, FL Agronomics and Kyle Krenzer, FL TV

Chairman Brusso called the meeting to order at 12:00 p.m. A quorum of the Agency's members was present.

Election of Officers for 2020:

Mr. Brusso informed Board Members that the Governance Committee is recommending the following IDA slate of officers for the 2020 calendar year: Steven Brusso - Chairman; Valerie Bassett – Vice Chairwoman; Erica Paolicelli – Treasurer and Steve Wadhams Secretary. A motion was made by Mr. Case approving the 2020 IDA slate of officers. Seconded by Mr. Kime. Motion carried.

Approval of IDA Meeting Minutes of December 5 2019:

The minutes of the Agency's meeting of December 5, 2019 had been sent to Board members prior to the meeting. A motion was made by Ms. Bassett to approve the meeting minutes. Seconded by Mr. Trout. Motion carried

Approval of November 2019 Financial Statements:

The November 2019 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. Case to accept the November 2019 financial statements. Seconded by Mr. Trout. 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. Mrs. Jones 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:

Group 1

IDA Resolution No. 2020 – 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 2020.

A motion was made by Ms. Bassett approving IDA Resolution No. **2020-1**. Seconded by Mrs. Paolicelli. Members, Brusso, Paolicelli, Bassett, Wadhams, Trout voted “yea”. Mr. Kime and Mr. Case Abstained due to Mr. Case’s employment with Generations Bank and Mr. Kime’s employment with Lyons National Bank. Mr. Shipley was absent. Motion carried.

Group 2

IDA Resolution No. 2020– 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; Executive Director and Deputy Director.

IDA Resolution No. 2020-3 / Designation of Legal Counsel:

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

IDA Resolution No. 2020-4 / 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 2020

IDA Resolution No. 2020-5 / Designation of Auditor:

Designating the audit firm of Raymond F. Wager, CPA to be utilized as the IDA audit firm for the year 2019.

A motion was made by Mr. Case approving IDA Resolution No’s. **2020-2; 2020-3; 2020-4 and 2020-5**. Seconded by Ms. Bassett. Members Brusso, Wadhams, Paolicelli, Bassett, Kime, Case, Trout voted “yea”. Mr. Shipley was absent. Motion carried.

Group 3

IDA Resolution No. 2020-6 / Appointment of Chief Executive Officer:

Tabled until new Executive Director has been established

IDA Resolution No. 2020-7 / Appointment of Chief Financial Officer:

Appointing Robert E. Kernan, Jr. as the IDA Chief Financial Officer for the year 2020.

A motion was made by Mr. Trout approving IDA Resolution No. **2020-7**. Seconded by Mrs. Paolicelli. Members Brusso, Wadhams, Paolicelli, Bassett, Kime, Trout voted "yea". Mr. Case abstained due to Mr. Kernan sitting on his board at his place of employment. Mr. Shipley was absent. Motion carried.

Approval of IDA Resolution No 2020-08/FL Agronomic, Inc Project / Initial Resolution:

A copy of the proposed resolution was provided to board members prior to the meeting . Ms. Jones advised the board that James Sikes, owner of FL Agronomics LLC, has submitted an application for financial assistance of a PILOT and Mortgage Recording tax exemption. The proposed resolution accepts the application and authorizes staff to conduct a public hearing. Mr. Saik spoke to the board about the project. He plans to construct a dry and liquid fertilizer building, distribution facility, an equipment storage building and an office building and related amenities at the Deer Run Industrial Park in Seneca Falls. The company was started in 2006 and currently works out of a small facility on Route 318. They have grown their market and have outgrown their current premises and purchased the Deer Run parcel to expand their business. Mr. Brusso then presented IDA Resolution No. 2020-08 as follows:

RESOLUTION OF THE SENECA COUNTY INDUSTRIAL DEVELOPMENT AGENCY (THE "AGENCY") (i) ACCEPTING THE APPLICATION OF FINGERLAKES AGRONOMICS, INC. (THE "COMPANY") DATED DECEMBER 31, 2019 WITH RESPECT TO A CERTAIN PROJECT , (ii) AUTHORIZING A PUBLIC HEARING WITH RESPECT TO THE PROJECT, (iii) ACKNOWLEDGING THE DETERMINATION OF THE 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. Kime approving IDA Resolution No. 2020-08 / FL Agronomic, Inc Project / Initial Resolution and authorizing staff to move forward with a public hearing. Seconded by Mr. Wadhams Members, Brusso, Wadhams, Paolicelli, Bassett, Kime, Case, Trout voted "yea". Mr. Shipley was absent. Motion carried

Other Business

Update on Assessment of Hillside campus by Fisher Associates:

Chairman Brusso provided the following update: Hillside has moved out of the Varick campus and their lease with the IDA will expire March 2020. Currently there are 15 buildings, eight built in the 1950's and seven built in the 1970's and 1980's. When the depot closed in 2000, the property was deeded to the IDA and then in April 2000 the property was leased to Kidspace. In 2004 Hillside assumed the lease; however, in 2019 Hillside decided to consolidate their services, and moved their clients and operations out of the Varick Hillside Campus and into their other facilities. They are currently continuing to maintain the facility until the end of the lease which is March 2020. Part of the reason Hillside decided to close the operation is because the cost to maintain the facility and/or upgrade the facility to current standards was too great. The IDA will need to maintain the property once they leave. We have hired Fisher Associates to do a survey, analysis/evaluation of the property which we should have by the next meeting. They will also do an architectural assessment, as well as mechanical, electrical, plumbing etc. This will allow us to see what the condition is and an estimate of what would it take to just

secure and maintain the property while we try to find a use for it. Also, what would be the expected cost to a potential buyer to bring the facility up to date. An environmental review has been completed on the 172 acres. Also, the wastewater treatment plant is being decommissioned so that would have to be taken into consideration as well. The board will be provided the report once complete.

Adjournment:

A motion to adjourn the meeting was made by Mr. Case. Seconded by Ms. Bassett. Motion carried. The meeting adjourned at 12:18p.m.

The next regular scheduled meeting will be held on **February 13, 2020 12:00 Noon** in Heroes Conference Room, Seneca County Offices.

Respectfully submitted,



Stephen Wadhams
Secretary

pc: Margaret Li, Clerk to the Board of Supervisors