

**SENECA COUNTY
INDUSTRIAL DEVELOPMENT AGENCY
MEETING MINUTES**

Regular Meeting
Thursday, June 3, 2021
12:00 Noon
Via Recorded Conference Call open to the public

Attendance:

Board Members Present: Steven Brusso, Chair; Thomas Kime; Jeff Shipley; Tom Murray; Bruce Murray; Don Trout; Suzanne Cirencione and Stephen Wadhams
Board Members Absent: Menzo Case
Staff Attending: Sarah Davis, Executive Director; Patricia Jones, Deputy Director; Kelly Kline, Office Manager
Others Attending: Mitch Rowe, County Manager, Seneca County

Call to Order:

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

Welcome new Board Member Suzanne Cirencione:

Chairman Brusso welcomed Mrs. Cirencione to the Board. Mrs. Cirencione is a 25-year resident of Seneca County and is the owner of the Big M grocery store in Ovid.

Approval of IDA Meeting Minutes of May 6, 2021:

The minutes of the Agency's meeting of May 6, 2021 had been sent to Board members prior to the meeting. A motion was made by Mr. Kime to approve the minutes. Seconded by Mr. Wadhams. Members, Brusso, Trout, Wadhams, Kime, B. Murray, T. Murray, Shipley and Cirencione voted "yea". Mr. Case was absent. Motion carried.

Approval of IDA Financial Statements thru April 2021:

The April 2021 financial statements had been mailed to board members prior to the meeting. Mr. Brusso summarized the financial statements for the board. A motion was made by Mr. Kime to approve the financial statements. Seconded by Mr. Trout. Members, Brusso, Trout, Wadhams, Kime, B. Murray, T. Murray, Shipley and Cirencione voted "yea". Mr. Case was absent. Motion carried.

Discussion / Approval to draft RFP for Engineering Services on potential Industrial Park Sites

Mrs. Davis noted that with the Deer Run Industrial Park filling up in Seneca Falls and the need identified in the County's Economic Development Strategic Plan for more shovel-ready sites, IDA staff has been developing criteria to evaluate potential sites for a new industrial park along the Route 318 corridor as well as in Border City. Staff would like to get the Board's approval to draft an RFP to secure an engineering firm that can help narrow down and evaluate potential sites further by identifying any zoning issues, infrastructure challenges, or other potential barriers. It was also noted that staff anticipates using remaining funds from the NYS grant to pay for the engineering services. Currently, staff has identified somewhere between one and three potential sites. The proposed RFP would be for preliminary site work on anywhere between one and three sites. Mr. Shipley stated that he would also encourage staff to look at potential sites in the opportunity zone near Boarder City as well, as it is an identified area in the Strategic Economic Plan.

A motion was then made by Mr. Bruce Murray authorizing staff to draft the RFP for Engineering Services on potential Industrial Park Sites. Seconded by Mr. Trout. Members, Brusso, Trout, Wadhams, Kime, B. Murray, T. Murray, Shipley and Cirencione voted "yea". Mr. Case was absent. Motion carried.

Standing Item – Update / Seneca County Chamber of Commerce– Jeff Shipley:

Mr. Shipley noted that the State of New York is launching a \$800 million dollar grant-based program next week on June 10th for COVID relief. If a small business falls into one of three categories, they could expect anywhere from a \$5,000 grant up to as much as a \$50,000 grant. This would be based on the business' gross receipts. They would have to be able to prove at least a 25% loss from COVID during 2020. The eligible businesses are in three categories: small businesses, anything under a hundred employees: micro businesses, defined as 10 or less, and for-profit arts and cultural businesses. The Chamber is serving in an advisory capacity so businesses can come to them and get help with the application process, which can be found online. The state is currently working on setting up the website now.

Mr. Shipley stated that for the last two weeks the One Seneca initiative has shifted its focus to the County's Economic Strategic Development Plan. The first session was last week and there was a huge turnout. The second session was today, and it was also well attended. It's a really great collaboration between the County, the IDA and the Chamber. The sessions last about 30 minutes so people can get in and out and on with their day. It's a really productive half-hour session focusing on one particular economic development goal. Mr. Shipley encouraged the board to attend on a regular basis. He noted that Mrs. Davis does a great job in over-viewing the latest status, of what the Strategic Plan Initiatives have been. County Manager Mitch Rowe does a great job from the County's standpoint. It is a great display of the cooperation, collaboration and the ability of all three entities to work together and the community needs to know that these three organizations are committed to the strategic plan and are working on the implementation of it.

Standing Item – Update / Seneca County Board of Supervisors – Don Trout:

Mr. Trout advised board members that the County has received the first half of the federal assistance from COVID-19, and a small committee has been put together to see how best to spend the money. There are a lot of infrastructure issues in the county, so the whole thing could go towards those issues down at the south end, especially with the sewer. Also, the Board of Supervisors would like to meet with the IDA Board in executive session and have a discussion about the transfer of the IDA 414 Sewer line to the County before their next committee meeting.

Other Business:

Transfer of Sampson Veterans Memorial Cemetery to County:

Mr. Brusso advised the board that the Sampson Veterans Memorial Cemetery has been officially designated as the first New York State Veteran's Cemetery. Mrs. Davis thanked Mr. Rowe as he was a key part of securing the designation, as well quite a few other people that really came together to make this happen.

Mr. Rowe thanked the IDA and EDC for stepping up a decade ago. The designation by the state, is not only a high honor, but will save the county literally millions and millions of dollars over time. It is a great achievement for the county.

Resignation of IDA Board Member, Menzo Case:

Mr. Brusso advised board members that Mr. Case has decided to step down from the IDA Board, effective at the end of this month. The board would like to thank him for his three years of service and will definitely miss his insight and professionalism that he brought to the board. Mr. Brusso stated that he hopes the process of selecting new board members will be a major part of discussion with the Board of Supervisors during the meeting in Executive Session as Mr. Trout mentioned earlier. Mr. Brusso noted that there was a good agreement on this process with the county back in 2015, but for some reason it just seemed to fall apart. So, hopefully, we can get back to a good agreement on how we proceed going forward, before we look for a replacement for Mr. Case.

Executive Session:

Chairman Brusso requested a motion to enter into Executive Session for the discussion on the proposed acquisition, sale or lease of real property for publicity could substantially affect the value thereof.

A motion was made by Mr. Kime at 12:34 p.m. to enter into Executive Session. Seconded by Mr. Bruce Murray. Motion carried. A motion was made by Mr. Kime at 1:19 p.m. to come out of Executive Sessions. Seconded by Mr. Wadhams.

Approval of IDA Resolution No. 2021 – 15 / Sale of Lot 2, Deer Run Corporate Park:

Bestmade Products from Ontario County, owned by Joe McHale is seeking to purchase two lots at Deer Run Industrial Park totaling 5.7 acres in the amount of \$37,000. The company designs, manufactures, and sells residential boat docks. A motion is needed to approve the sale, authorizing staff to submit a 90-day notice to the state and to have an appraisal done of the property. The sale is contingent upon final approvals and the successful completion of the proposed project. The resolution was presented as follows:

RESOLUTION OF THE SENECA COUNTY INDUSTRIAL DEVELOPMENT AGENCY (THE "AGENCY") APPROVING THE SALE OF LOTS 1 AND 2, DEER RUN CORPORATE PARK

A motion was made by Mr. Trout approving resolution no. 2021-15 authorizing staff to submit a 90-day notice to the State and to have an appraisal done of the property. Members, Brusso, Trout, Wadhams, Kime, B. Murray, T. Murray, Shipley and Cirencione voted "yea". Mr. Case was absent. Motion carried.

Adjournment:

A motion to adjourn the meeting was made by Mr. Kime. Seconded by Mr. Wadhams. Motion carried. The meeting adjourned at 1:25 p.m.

The next regular scheduled meeting will be held on **August 5, 2021, at 12:00 Noon.**

Respectfully submitted,

Stephen Wadhams
Secretary

pc: Margret Li, Clerk to the Board of Supervisors