



SENECA COUNTY
INDUSTRIAL DEVELOPMENT AGENCY

MEETING MINUTES

Regular Meeting
Thursday, July 9, 2009
12:00 Noon
Abigails Restaurant
Waterloo, New York

Attendance:

Board Members Present: Thomas Kime, Chairman; Robert Rosenkrans; Fred Gaffney; Kenneth Riemer; Thomas Macinski; Robert Kernan and David Kaiser

Board Members Absent: Kenneth Lee Patchen, Jr.

Staff Attending: Robert Aronson, Executive Director; Patricia Jones, Deputy Director; Monica Novack, Office Manager; Kelly Kline, Receptionist/Office Assistant; Russell Gaenzle, Harris Beach.

Others Attending: Suzanne Sinclair, County Manager; Steve Absolom, Seneca Army Depot Environmental Director; Michael Palumbo; Dave Shaw, Finger Lakes Times

Call to Order:

Chairman Kime called the meeting to order at 12:05p.m. A quorum of the Agency's members were present.

Approval of IDA Minutes / Meeting of May 7, 2009:

The minutes of the Agency's annual meeting of May 7, 2009 had been sent to Board members prior to the meeting. A motion was made by Mr. Macinski to approve the May 7, 2009 minutes. Seconded by Mr. Rosenkrans. Motion carried.

Approval of April and May 2009 Financial Statements:

The April and May 2009 financial statements had been mailed to Board Members prior to the meeting. Mr. Kernan advised the board that work has been completed to align the monthly financial statements to a form consistent with the annual audited statements; however, the Audit Committee has not yet been able to meet for a formal review. He then noted that the statements received by the board are in the older format. Mr. Kernan then advised the board that a meeting of the Audit Committee will need to take place by the end of the month to approve said format. He also went on to state that the April and May Financial Statements should be tabled by the board until after the format has been approved by the Audit Committee. After discussion, a motion was made by Mr. Kaiser that the board is in receipt of the April and May 2009 Financial Statements, but will table their approval until the new format is approved by the Audit Committee. Seconded by Mr. Macinski. Motion carried.

Grant Status Report:

The quarterly Grant Status report had been provided to Board members prior to the meeting. Ms. Jones summarized for the Board the Grant Status report. She noted that there were five (5) IDA related grants and all grant actions are current.

Approval of ESD Empire Zone Grant Funding for 2008-2009:

Mr. Kime advised the board that Empire Zone Funding for the period of July 1, 2008 through June 30, 2009 is available for reimbursement. He stated that the grant for Empire Zone is \$15,000 per year and that the ESD then supplements the \$15,000 grant funding with performance driven funding based on the zone's work performance the prior year. In that regard, and a special thanks to Ms. Jones, we were awarded an additional \$6,229 for a total of \$21,229. Mr. Kime then went on to state that a motion is required to accept the Empire Zone Grant Funding; authorize the Executive Director to sign the grant contract; and to authorize staff to submit the required documentation for the grant reimbursement. After discussion, a motion was made by Mr. Kernan to accept the ESD Empire Zone Grant Funding for 2008-2009; authorize the Executive Director to sign the grant contract; and to authorize staff to submit the required documentation for the grant reimbursement. Seconded by Mr. Rosenkrans. Motion carried.

Approval of Response to IDA Audit Management Letter:

Mr. Kime advised Board members that the draft response to the 2008 Audit Management Letter were mailed to Board members prior to the meeting. Mr. Kime then summarized the actions to be taken to the Management Letter. After discussion, a motion was made by Robert Kernan to approve the response letter as written with the exception of adding that the agency will be more in accordance with GAAP. Seconded by Mr. Gaffney. Messers., Kime, Kernan, Reimer, Rosenkrans, Gaffney, Kaiser and Macinski voted "yea". Motion Carried. Mr. Patchen was absent.

Depot Transfer Update / Steve Absolom:

Mr. Absolom gave the Board an update on the transfer of parcels located at the Former Seneca Army Depot. He advised the Board that the Army is ready to transfer the deeds of 21 parcels to the Seneca County IDA. He said that 13 parcels totaling 65 acres, which are located in the Planned Industrial Development area, have been declared environmentally safe after clean up and are ready for transfer. He also stated that eight other parcels totaling 158 acres, which are located in the Conservation Area, have also been cleaned up and are ready for transfer. Mr. Absolom also advised the Board of the land use controls associated with both the PID/Warehouse Area and the Conservation Area. He stated that the deeds will be completed and forwarded to staff for review within a month. If the deeds are approved the transfers will be signed and the goal is to have them transferred by the end of September.

Approval to Sign Depot Transfer Deeds for Retained Areas:

Pat Jones advised the Board that the Army deeds are not yet ready for review by staff or Legal Counsel; therefore, approval of the deeds will be voted upon at the August or September meeting.

Approval to Solicit Bids for Depot Airfield Access Gate:

Mr. Kime advised the board that one of the Member Item grants included funds to purchase and install an access gate at the entrance to the Seneca Army Depot Airfield. He advised the Board that approval is needed for staff to solicit bids for the gate in accordance with IDA Procurement Policies. Once bids are received staff will come back to board for bid approval and award. After discussion, a motion was made by Mr. Macinski for approval of staff to solicit bids for the gate in accordance with IDA Procurement Policies. Seconded by Mr. Kaiser. Motion Carried.

Approval of Water Facilities Agreement with Village of Waterloo and Town of Waterloo:

Mr. Aronson advised the board that copies of the water agreements had been mailed to members prior to meeting. He noted that these agreements are similar to the agreements currently in place with the Village and Town of Seneca Falls for the IDA-owned PETRO sewer line. Mr. Aronson then stated that these agreements will remain in place until the PIF is completed for the Lowe's water line, which is estimated to be approximately nine years. These agreements are contingent upon the approval of the Village and Town of Waterloo. After discussion, a motion was made by Mr. Rosenkrans to approve the Water Facilities Agreements with the Village and Town of Waterloo. Seconded by Mr. Macinski. Motion Carried

Approval for Barrett Marine to Connect to Lowe's Water Line:

Mr. Kime advised the board that Barrett Marine has asked for approval to Connect to the Lowe's Water Line. Mr. Kime also advised the board that any cost associated with the connection will be the responsibility of Mr. Barrett. Mr. Kime then noted that approval is contingent upon full execution of the Water Facilities Agreements with both the Town and Village of Waterloo. After discussion, a motion was made by Mr. Macinski to approval Barrett Marine to Connect to the Lowe's Water Line, contingent upon full execution of the Water Facilities Agreements with both the Town and Village of Waterloo. Seconded by Mr. Kernan. Motion Carried.

Approval of PILOT for Gharana:

Mr. Aronson updated the board on the progress of PILOT for Gharana. He advised the board that the IDA will not be asking for approval at this time.

Approval of IDA Brochure:

Mr. Aronson advised the board that a draft copy of the new IDA Brochure had been mailed to board members prior to the meeting. He then noted that several revisions have taken place on the brochure that will be placed in kiosks around the County. Mr. Kime suggested that photos of local businesses be used instead of general ones. After discussion, a motion was made by Mr. Rosenkrans to move forward with the IDA Brochure. Seconded by Mr. Gaffney. Motion carried.

Website Property Listing Tool:

Mr. Aronson presented to the board a new site selection tool call SiteXcellerator that can be incorporated into the new IDA website. The benefit of this particular tool is that it will highlight only Seneca County properties instead of all of the surrounding areas. Mr. Aronson advised the board that there is a general agreement that such a tool will add value to the website but, would like guidance on whether the cost to add the tool is justified. Mr. Aronson concluded by asking board members to please contact him with their opinions.

Other Business:

Mr. Aronson referred the board to the publication "Bold Steps to New Economy," issued by the Governor's office. This policy initiative is centered on a strategy of innovation and technology development, rather than trying to make New York a low-cost state. It should be expected that future programs for economic development will be guided, in part, by this philosophy. Mr. Aronson also informed the board of a seminar that is being offered to local manufactures on innovation. The seminar will be held on July 28th, and is offered in conjunction with High-Tech Rochester.

Consideration of Executive Session:

Chairman Kime requested a motion to enter into Executive Session for the purpose of potential sale or lease of real estate where publicity could substantially affect the value thereof. A motion was made by Mr. Rosenkrans at 1:10 p.m. to enter into Executive Session. Seconded by Mr. Kernan. Motion carried. A motion was made by Mr. Rosenkrans at 1:25 p.m. to come out of Executive Session. Seconded by Mr. Kaiser Motion carried.

Adjournment:

A motion to adjourn the meeting was made by Mr. Rosenkrans. Seconded by Mr. Macinski. Motion carried. The meeting adjourned at 1:26 p.m.

The next regular scheduled meeting will be held on **August 6, 2009 at 12:00 Noon at the Deerhead Inn, Seneca Falls, NY**

Respectfully submitted,



Kenneth Lee Patchen, Jr.
Secretary

pc: Suzanne Sinclair, Seneca County Manager
Margaret Li, Clerk, Board of Supervisors
Russell Gaenzle, Esq, Harris Beach
Roberta Jordaus, Harris Beach
Shawn Griffin, Esq., Harris Beach
Kevin Overton, Esq., Harris Beach