

Cayuga County Industrial Development Agency

Regular Meeting

2 State Street, Auburn, NY 13021

October 17, 2023, 4:00 P.M.

Present: Ray Lockwood (Chair), Andrew Rindfleisch, Herb Marshall, Bob Shea, Paul Lattimore, John Latanyshyn, Gina Speno

Others Present: Ricardo Galbato (Galbato Law Firm), Mark Chambers (C&S Engineering), Karl Rindfleisch, Justin Miller (Zoom), Michael Miller, Katie Moran (CEDA), Mike Beckner (SunEast Solar)

Mr. Lockwood called the meeting to order at 4:05 p.m., noting the presence of a quorum.

MINUTES OF THE LAST MEETING:

A motion was made by Mr. Shea and seconded by Mr. Rindfleisch to accept the minutes of the September 19, 2023 regular meeting and the September 19, 2023 Governance meeting. There was no further discussion and the motion passed unanimously.

BILLS AND COMMUNICATION:

Ms. Moran presented bills for approval this month.

NYSEG – The September bill for NYSEG on Eagle Drive is \$190.46. This will be automatically deducted from the bank account.

CCDC - \$1,583.33 for October interest on the loan.

An invoice was presented by Mr. Michael Miller for \$4,166.66 to cover his monthly activities on behalf of CCIDA.

Mr. Miller reported that CCIDA has been contacted by CMI regarding lights out on Eagle Drive. Knapp Electric submitted a proposal for new lights. New lights would cost approximately \$10,000. They can also do a less expensive band aid fix. There was some discussion about whether the lights should be addressed now or if we are close to a time when responsibility for the lights will be passed to CMI. Ms. Speno recommended getting a second estimate. Mr. Latanyshyn made a motion to get a second estimate and Mr. Marshall seconded the motion. The motion passed.

Mr. Latanyshyn questioned the year-to-date interest income number. Ms. Moran reported that there is an error in Quickbooks that needs to be corrected, but that there is an adjusted report with the correct numbers in the packet.

A motion was made by Mr. Marshall and seconded by Mr. Rindfleisch to approve the bills. There was no further discussion and the motion passed unanimously.

Mr. Lockwood reported that there were two community meetings in the past week regarding solar projects.

Mr. Galbato reported that Mr. Miller has asked that his invoices be submitted under the name of Revellus LLC Consulting Services for tax purposes. There are no other issues or changes to the contract. Both attorneys are comfortable with this change. The change will be effective October 1, 2023.

Mr. Rindfleisch made a motion to approve the change to Revellus for Mr. Miller effective October 1, 2023, and seconded by Mr. Marshall. There was no further discussion and the motion passed unanimously.

EXECUTIVE DIRECTOR UPDATE

Mr. M. Miller provided a written update that was included in the packets. He provided additional details regarding the project with CMI and the sewer project. Work is continuing to move things into IDA accounts and away from CEDA. He has met with the Site Selection Committee that is headed by Steve Lynch. The Committee is looking at a property near Weedsport. Mr. Miller has rejoined the county Micron Steering Committee. He has also been in contact with representatives from Onondaga and Tompkins County for future collaboration efforts.

TREASURER REPORT

As previously noted, the interest on the CDs is doing well. There wasn't much financial activity in September other than paying a few bills. PILOT invoices have gone out and a few have been paid.

Mr. Marshall made a motion to accept the Treasurer's report and Mr. Lattimore seconded the motion. There was no further discussion and the motion passed unanimously.

UNFINISHED BUSINESS

Mr. Chambers reported on progress on the sewer line. Meetings have been held regarding culvert replacement and coordination of activities. Work is in process towards getting everything ready for Highlander to get to work. They are scheduled to be on site and working next week. As of now, February 16 is anticipated as the end date for everything except the generator which will not be in until August 2024. Mr. Latanyshyn pointed out that the sooner pipe is in and work is started it will be possible to bill the grant, and then it will be possible to pay off the CCDC loan.

Mr. Miller reported on Suneast. They are tabling their project while they work on meeting the local labor requirements. Mr. Beckner of Suneast reported that their goal is to meet the requirements 100%. At this point they cannot guarantee that they can meet the requirements. Suneast would like to be able to show the Board the efforts that they have made to meet the requirements and the reasons why they cannot meet them 100%. Procurement is an issue currently due to projects across the state drawing from the same population and material suppliers, as is finding local people with the necessary skills. Suneast would like to get an authorizing resolution and get the sales tax exemption. It is less of a money issue than an issue of what skilled labor is available locally.

Mr. Latanyshyn asked about the plan to start the project. Mr. Beckner responded that their goal is to start in May or June. They are ready to go. Mr. Latanyshyn asked if there is a list of specialties needed and the numbers of people needed for each specialty. Mr. Beckner is trying to avoid discovering after people are hired that the numbers have changed. CCIDA wants local labor to benefit from the project, but it is understood that it might not be possible to meet the requirements 100%. Mr. Beckner said that they will be able to demonstrate why they cannot meet the requirements. CCIDA will not move forward with an authorizing resolution until Suneast can definitively meet the requirements.

REPORT OF FINANCE COMMITTEE

The Finance Committee met and considered a budget for 2024. There was discussion around just doing a budget for CCIDA or whether numbers should be added to cover absorbing additional economic responsibilities. This resulted in three options – one just CCIDA, one with absorption of new responsibilities and their related income and expenses, and one with a contract with CEDA. Mr. Latanyshyn made a motion to adopt the budget that includes the absorption of new responsibilities per the recommendation of the Finance Committee. Mr. Marshall seconded the motion. There was no further discussion and the motion passed unanimously.

CCIDA BOARD POSITIONS

A list of positions was included in the packet. The Board can decide on what members will be on the Board. Currently three members' terms are expiring. Mr. Latanyshyn made a motion to continue membership of all three expiring terms. Mr. Shea seconded the motion. There was no further discussion, and the motion was approved.

OTHER BUSINESS

There was some discussion about pipe for the culvert and who would be providing it. Soil and Water is going to provide the pipe for the culvert.

Mr. Miller shared upcoming events for any board members interested in ABO training and sexual harassment training. Mr. Miller went on to share the November meeting details.

Mr. Latanyshyn made a motion to go into Executive Session for the purpose of contract negotiations and real property purchase/sale and the motion was seconded by Mr. Lockwood. The motion passed and the group went into Executive Session.

Mr. Latanyshyn made a motion to exit executive session and adjourn the meeting. Mr. Lattimore seconded the motion with all present voting in favor.

Respectfully submitted,

Katie Moran