

**Cayuga County Industrial Development Agency Meeting
Cayuga County Chamber of Commerce, First Floor Conference Room
July 19, 2016 at 4:00pm**

Chairman Ray Lockwood called the meeting to order at 4:00 pm, noting that there was a quorum present.

ROLL CALL

Present: Ray Lockwood, Joseph Runkle, Paul Lattimore, Herb Marshall, Carol Contiguglia, Gina Speno

Excused: John Latanyshyn

Others Present: Karen Tehan (CSS); Tracy Verrier (CEDA); Rick Galbato (Galbato Law); Maureen Riester (CEDA); Robert Buschman (Cuddy & Ward LLP), Ken and Diana Sroka (A1 Pumping/ All Ways Concrete)

Mr. Lockwood requested to new business regarding A1 Pumping up on agenda.

Mr. Sroka addressed the board to ask why their application was denied (in June meeting). Mr. Lockwood said it was because it was due to the nature of the application being for vehicles only. He stated that the board had not seen an application like that before and was not comfortable approving it without setting a policy first. Ms. Verrier informed the board that this month A1 Pumping was asking to expand the sales tax exemption on the project they had approved in 2015 to expand their facility. She noted that the equipment, shelving and landscaping was included in the scope of the original project, but would also like to include a driveway, parking lot and sidewalks in the scope. She noted that she had been advised by Justin Miller that given the new regulations it was not recommended to allow expenses beyond the original scope, and thus that the landscaping (\$5,000), shelving and equipment (\$25,000), furniture and equipment (\$8,000), and miscellaneous expenses (\$5,000) would be the recommended scope to approve. This would exclude the request for driveway, parking lot and sidewalk (\$20,000). The result would be an expansion of the original benefit of sales tax exemption on \$250,000 of purchases to \$300,000 of purchases, for a total of \$24,000 in sales tax exemption. The company also requested an extension to December 31, 2016.

Mr. Runkle moved to approve the project extension resolution; seconded by Ms. Speno. The motion was approved by the following roll-call vote:

	<u>Yea</u>	<u>Nay</u>	<u>Absent</u>	<u>Abstain</u>
Paul Lattimore	[x]	[]	[]	[]
Carol Contiguglia	[x]	[]	[]	[]
John Latanyshyn	[]	[]	[x]	[]
Raymond Lockwood	[x]	[]	[]	[]
Herb Marshall	[x]	[]	[]	[]
Gina Speno	[x]	[]	[]	[]
Joseph Runkle	[x]	[]	[]	[]

MEETING MINUTES:

Mr. Marshall moved to accept the June 21 meeting minutes; seconded by Ms. Contiguglia. All members voted in favor; motion passed.

BILLS AND COMMUNICATIONS:

Ms. Verrier reported on two bills: CEDA and attorney fees from Galbato Law. Mr. Runkle moved to pay bills; seconded by Ms. Contiguglia. All members voted in favor; motion passed.

REPORT OF THE TREASURER:

Ms. Verrier reported on the Budget stating it included small project fees for Carubba Collision and Aurora Shoe, as well as CD interest that accrues quarterly.

UNFINISHED BUSINESS:

Ms. Verrier reported on the Bergman Contract, presenting a contract that would allow them to proceed with the environmental site assessment and wetland delineation for CCIDA. She noted that the total cost is \$15,500, and that they will be able to recoup \$4,000 if purchase 67-acre parcel next to the mall. Per Ms. Contiguglia’s question, Ms. Verrier stated the timeline would be twelve months from the date of agreement, but that it was not expected to take that long as Bergmann is aware of the 90-day due diligence. Mr. Lattimore asked how this study could be done when the area was going through a drought and were there criteria for doing this? Ms. Verrier did not believe that such a criteria existed. Mr. Lockwood stated that no action was needed and that Ms. Verrier will have him sign contract. Mr. Galbato then stated that he and Ms. Verrier had discussed a purchase offer contract including an amendment requiring specific paperwork.

Ms. Verrier opened the discussion for CCIDA needing a policy when it receives equipment only applications. Mr. Marshall noted the difference between over the road equipment and pumping equipment. Ms. Verrier said that all are eligible for IDA benefits, but that they must “live” at the local facility. Mr. Sroka explained to the board that the pumping equipment is errantly mounted onto the truck and it becomes one altered unit. He further went on t to say the trucks are not regular over the road vehicles and they do require a commercial license plate and that they do return back to the garage every night. Mr. Sroka wanted to make clear that he would be adding, not trading in, \$2 million worth of equipment and adding 3 or 4 full time jobs (people to drive/operate vehicles) and that he plans to keep these trucks for 9-10 years. Ms. Speno asked, for the sake of policy, what other IDAs are doing with similar applications. Ms. Verrier responded that she knew Mr. Miller (attorney) represents other IDAs and that she will reach out to see if other policy examples exist. Ms. Speno asked if a company can make an application if it simply enhances, but does not add bricks and mortar? Ms. Verrier responded that was acceptable from a legal standpoint. Mr. Sroka further explained the need for a timely decision due to seasonal nature of the equipment. Mr. Marshall suggested a review with Mr. Miller before making decisions with lasting ramifications. Mr. Galbato said it could be done in executive session. Mr. Lattimore suggested a special meeting be scheduled to discuss issues with Mr. Miller. Ms. Verrier said they would need to discuss fee schedule, type, dollar limits and what other IDAs are doing in NYS.

Ms. Verrier reported on CEDA staffing, noting that they are currently seeking a new part time Office Manager and an Economic Development Technical Specialist. She is planning to shift and consolidate some responsibilities to make the Technical Specialist more focused on contracts such as staffing the IDAs. Mr. Runkle noted the net decrease from two full time positions to one full time and one part time. Mr. Lockwood stated that the Board did have the right to interview new Technical Specialist candidates.

Ms. Riester reported to the Board on the status of several current CEDA projects, including some new startups and some submissions she’s made to projects looking to locate in upstate NY. She stated that the state often sends leads to economic developers throughout the state, and she responds to the leads that could find a good match in Cayuga County.

NEW BUSINESS: (return to)

Resolution: Executive Director

Ms. Verrier noted that the State Comptroller’s Office asked for two minor changes to the 2015 PARIS reporting. Ms. Verrier made the changes, but noted that Mr. Fish is still the only certifier. Mr. Runkle motioned to approve the resolution making Ms. Verrier Executive Director and PARIS certifier, Mr. Lattimore seconded. The motion was approved by the following roll-call vote:

	<u><i>Yea</i></u>	<u><i>Nay</i></u>	<u><i>Absent</i></u>	<u><i>Abstain</i></u>
Paul Lattimore	[x]	[]	[]	[]
Carol Contiguglia	[x]	[]	[]	[]
John Latanyshyn	[]	[]	[x]	[]
Raymond Lockwood	[x]	[]	[]	[]

Herb Marshall	[x]	[]	[]	[]
Gina Speno	[x]	[]	[]	[]
Joseph Runkle	[x]	[]	[]	[]

Upcoming Events:

Ms. Riester reported on a SCORE event on Friday, August 22 from 8:30 to 10:30 designed to recruit new business mentors. The Chamber’s Clambake and 9 Hole Golf Tournament will be on August 8th at Highland Golf Course, a clambake only option is available starting at 4:30pm.

Motion to enter executive session regarding litigation and purchase or lease of real property at 5:09pm by Mr. Runkle, seconded by Mr. Marshall.

Motion to exit executive session at 5:18 by Mr. Runkle, seconded by Ms. Contiguglia.

Motion to adjourn at 5:19pm by Mr. Marshall; seconded by Mr. Runkle.

Respectfully submitted,
 Karen Tehan

Next regularly scheduled meeting: Tuesday, August 16, 2016 at 4:00pm