

**Cayuga County Industrial Development Agency
Regular Meeting
Cayuga County Chamber of Commerce
2 State Street
Auburn, NY
August 14th, 2018 at 4:00pm**

Chairman Lockwood called the meeting to order at 4:04pm, noting that a quorum was present.

ROLL CALL:

Present: Raymond Lockwood, Herb Marshall, John Latanyshyn, Andrew Rindfleisch, Gina Speno

Excused: Paul Lattimore, Ben Vitale

Others Present: Tracy Verrier, Samantha Frugé, Derek Simmonds (CEDA)

MEETING MINUTES:

Mr. Marshall moved to approve the minutes of the July 17th Regular Meeting; seconded by Mr. Rindfleisch. All members present voted in favor, motion carried.

BILLS AND COMMUNICATIONS:

Ms. Frugé presented bills from the Probst Group for work on the sewer study (\$4,594.74) and NYSEG for electric service at the Industrial Park (\$93.59). Mr. Marshall moved to pay the bills, seconded by Mr. Latanyshyn. All members voted in favor, the motion carried.

REPORT OF THE TREASURER

Ms. Frugé reviewed the budget report, noting interest accumulated from savings accounts and CDs in the amount of \$264.50. Ms. Verrier noted bank service charges in the amount of \$106.85 from KeyBank and explained these charges are for KeyBank's new small business platform for online access. She added that these service fees would be charged monthly for online access and suggested they consider moving to a different bank with no service fees. Mr. Marshall asked what interest KeyBank pays on the existing money market account? Ms. Verrier stated they pay a minimal amount on that account. Mr. Latanyshyn asked how often they went to the bank? Ms. Verrier explained only once or twice a month. Mr. Latanyshyn moved to accept the report of the treasurer and approve relocating the funds from Key Bank to another bank at the director's discretion; seconded by Mr. Rindfleisch. All members present voted in favor, the motion carried.

UNFINISHED BUSINESS

Probst Group Report: Ms. Verrier stated they were expecting the finalized reports from the Probst Group shortly. She explained that the Probst Group made a few adjustments based from the suggestions of the board, such as a more flexible contingency and more detail about recommendations regarding the bio blocks and water agitator. She added that they would need to make a grant application to the US EDA for the force main project. Mr. Marshall stated that the town should be responsible for upgrading the existing line on Eagle Drive that is too small; noting that if Aurelius does the upgrade they would need to spread the cost over the users in the district. Mr. Marshall suggested scheduling a meeting with all the users of the line. Ms. Verrier

proposed beginning with a meeting with Mr. Ed Ide, Aurelius Town Supervisor. She noted that, as the largest user in the district, CMI would be contributing the most via sewer rates. Mr. Lockwood asked when Aurelius would begin the bio blocks? Ms. Verrier stated she would schedule a meeting with Mr. Ide to go over the actions that were needed and get an update on the bio blocks and agitator. Mr. Rindfleisch asked what the Probst Group decided about the force-main? Ms. Verrier explained that their recommendation was in the full report, but that they thought it was more feasible to build a force main than trying to update the entire sewer line. Mr. Marshall noted that the force-main did not need to go through the pump station and could go directly to the city line. Ms. Verrier added that they could use the existing line for additional development in the future. Mr. Lockwood asked what the next step was for the report? Ms. Verrier explained that they would use the report to apply to the EDA for a grant. Mr. Lockwood asked if they needed a final meeting with the Probst Group? Mr. Marshall agreed for another meeting and explained that they needed their recommendations and estimates to decide on the force-main. He added that they also needed to know what CMI's expansion plans would be. Ms. Verrier noted that all of that information is in the written report, and that the report was created based on CMI's stated expansion plans. Ms. Verrier advised that an EDA representative would be in town in September and they would work on an application then.

CEDA Staff Update: Ms. Verrier provided an update on the CFAs and explained that scoring had begun, with final scores going to the state in September. She also provided an update on the \$10M DRI award, explaining that they started the process to identify potential members of the Local Planning Committee (LPC) and to plan a kick-off meeting. Ms. Speno asked if the DRI money only went to the city? Ms. Verrier confirmed the money would only go to the city, and specifically a designated target area in downtown. Mr. Lockwood asked if the projects could change? Ms. Verrier explained that the projects could change. She added that once the LPC was selected, a planning firm would help to write a final plan, including helping to identify additional projects and figure out which projects were feasible. Ms. Speno asked how much of the DRI award went to the planning firm? Ms. Verrier explained that their portion was \$300,000. Mr. Latanyshyn asked if certain architects were required? Ms. Verrier explained that while that state has selected specific architects for some projects, it isn't likely for those that are going to be funded via DRI. She added that the LPC would meet in September, submit a new plan to the State in March, and receive the decision on what projects would get funded by next Summer.

Mr. Simmonds stated that a local business was looking for assistance in the sale of their business. He explained that the business, Talic, manufactures custom wooden storage racks for kayaks. He added that the owners were looking to sell the business with the machinery and with the option to purchase the building as well. Ms. Speno asked how long they had been in business? Mr. Simmonds stated they were in business for 20 years. Mr. Lockwood asked how many employees they had? Mr. Simmonds stated the owners were the only employees presently. Mr. Rindfleisch asked if there were any financials? Mr. Simmonds stated they did not have any at that time. He added that they previously had an accountant appraise their business at \$300,000 around 2 years ago, but were aware that the business was not worth the appraisal price presently. Ms. Verrier stated that they were looking for buyers to continue the trade. She added that the owners may be flexible with terms and asked that the board members let them know if they hear of someone interested in the business opportunity.

Ms. Verrier asked the board if they would be open to subdividing the parcel west of the mall, assuming the acquisition is finalized, for a development project. She noted there is a project

currently looking for 14-15 acres with rail access that could be interested in the property. She explained that there is a lot of infrastructure needed at the property, so it likely wouldn't sell for as much as the Industrial Park parcels, but it could be a good opportunity. The board was generally agreeable exploring the opportunity once ownership is obtained.

Motion to adjourn made at 5:12pm by Mr. Marshall, seconded by Mr. Rindfleisch. All present voted in favor, the motion passed.

Respectfully submitted,
Samantha Frugé

Next regularly scheduled meeting: Tuesday, September 18th, 2018 at 4:00pm.