

# **Cayuga County Industrial Development Agency**

## **Regular Meeting**

**2 State Street, Auburn, NY 13021**

**September 19, 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), Chip Eaken (CMI), Jared Lusk (CMI), Karl Rindfleisch, Justin Miller (Zoom), Katie Moran (CEDA) (Zoom)

Mr. Lockwood called the meeting to order at 4:00 p.m. noting the presence of a quorum.

### **MINUTES OF THE LAST MEETING:**

A motion was made by Mr. Marshall and seconded by Ms. Speno to accept the minutes of the August 22 regular 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 \$145.11. 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 activities for August 13-September 13 on behalf of CCIDA.

A motion was made and seconded to approve the bills. 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 added that he has received notification that there is a blackout on reimbursements for the EDA grant through October 24, but this should not affect CCIDA or the project.

### **REPORT OF THE TREASURER:**

The August budget report shows a net income of \$15.94 for the month, versus a budgeted (\$38,186.07), and a net income for the year of (\$115,540.34). The transfer of money from inactive bank accounts is working out well, with approximately \$2,000 in interest already earned on the new Cayuga Lake National Bank Money Market.

A motion was made and seconded to approve the Treasurer Report. There was no further discussion and the motion passed.

### **UNFINISHED BUSINESS**

Mr. Chambers reported on the status of the sewer project. They have a building permit to begin construction and have received an updated matrix from Justin Miller. They are concerned about getting started before winter starts but the closing may not happen until later in October. If it were possible to pour the foundations during the two-week interim, before the formal authorization, it would be possible to move ahead before winter. This is important to save the project.

Mr. Marshall made a motion to go ahead with the discussion and Mr. Rindfleisch seconded the motion.

Mr. J. Miller said that there can be an amendment to do more preliminary work. However, there will be high sales tax implications if it is not done by October 16. If a meeting can be held at CMI on October 6, the Board can meet afterwards and move ahead. There is currently a town planning board meeting on October 3.

Stair towers need to be included in the amendment.

Mr. Rindfleisch made a motion to include the stair towers in an amendment and Mr. Marshall seconded it. There was no further discussion and the motion passed.

An authorizing resolution is necessary and everything must be closed by October 16.

A motion was made by Mr. Marshall and seconded by Mr. Rindfleisch to move into Executive Session. The motion was passed unanimously.

The group came out of Executive session at 5:10.

A motion was made by Mr. Marshall and seconded by Mr. Rindfleisch to accept the proposed PILOT structure for CMI/EDH and to set a public hearing for October 6, 2023 at 4:00 p.m. at CMI's office.

Roll Call vote:	Yes
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Mr. Lockwood	X
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Mr. Rindfleisch	X
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Mr. Latanyshyn	X
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Ms. Speno	X
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Mr. Shea	X
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Mr. Marshall	X
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Mr. Lattimore	X
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The motion passed unanimously.

It should be possible to start with the sewer line in two weeks. There have been some approvals of shop drawings. They are 85% through that. The pump station and other equipment will be coming in mid-October. The generator is still looking to be coming in August of 2024. They will probably need to start

using it in May of 2024 so accommodations will need to be made. The contractors will need access to some sort of sanitary line in May or June. Mr. Marshall asked whether Lot 4 can be used if necessary. That will be possible.

## **NEW BUSINESS**

Report from the Governance Committee – Mr. Rindfleisch reported that the Committee met and voted to continue all documents as they are without any changes.

A motion was made by Mr. Rindfleisch and seconded by Mr. Marshall to accept the recommendation of the Governance Committee. There was discussion about reviewing committees for 2024. The motion passed unanimously.

Mr. Miller presented a technology proposal from Extra Mile to provide the IDA with email and access to files. Monthly cost would be \$525.00 per month. Phone service would be provided to the IDA for an additional cost.

Moving to Quickbooks on-line would cost a monthly fee but would provide the IDA with better access to bookkeeping technology.

There was some discussion about office space. Mr. Miller recommends renting an office from CEDA to keep access to CCIDA files, and mail. Mr. Marshall met with Ryan Pine and discussed the possibility of CCIDA renting space from CEDA. Mr. Pine seemed agreeable to that.

In response to a question about communication with CEDA, Mr. Miller is communicating with Maureen Riester with cc's to the CEDA Board chair and attorneys for CCIDA. Communication should go through specific people. Mr. Miller has a room where he can store files.

Mr. Marshall suggested that it is time to try to get the County to fund CCIDA, rather than CEDA.

There is still difficulty in getting paper files from CEDA. CCIDA files are comingled with AIDA and CEDA files. Mr. Latanyshyn suggest that Mr. Miller go with someone to the office to take the files that are needed and move them to the space in the County Office Building.

With respect to the sewer project and the solar farm, there is work that needs to be done on the culverts. There will be a proposal to the Water Authority Board to use their people to do the engineering work.

Mr. Rindfleisch made a motion that Cayuga County Water and Sewer Authority will do the engineering work on the culverts and the IDA will have the sewer contractor do the installation. The Motion was second by Mr. Marshall. The motion carried unanimously.

Mr. Marshall made a motion to adjourn.

Mr. Miller asked for direction on handling the proposals. They will be tabled for now. The Chamber of Commerce dinner is on October 6.

Mr. Rindfleisch seconded the motion to adjourn with all other members agreeing.