



**SENECA COUNTY  
INDUSTRIAL DEVELOPMENT AGENCY**

**MEETING MINUTES**

Regular Meeting  
Thursday, October 7, 2010  
12:00 P.M.  
Abigails Restaurant .  
Waterloo, NY

**Attendance:**

Board Members Present: Thomas Macinski, Vice Chair; Robert Kernan; Robert Rosenkrans; Steven Brusso; Kenneth Riemer; Patricia Amidon and Michael Hryzak.

Board Members Absent: Thomas Kime

Staff Attending: Robert Aronson, Executive Director; Patricia Jones, Deputy Director; Kelly Kline, Office Assistant; Bruce Johnson, CFO and Russell Gaenzle, Harris Beach

Others Attending: Suzanne Sinclair, County Manager and Dave Shaw, Finger Lakes Times

**Call to Order:**

Vice Chairman Macinski called the meeting to order at 12:02 p.m. A quorum of the Agency's members were present.

**Approval of IDA Minutes / Meeting of September 9, 2010:**

The minutes of the Agency's meeting of September 9, 2010 had been sent to Board members prior to the meeting. A motion was made by Mr. Kernan to approve the September 9, 2010 minutes. Seconded by Mr. Hryzak. Motion carried.

**Approval of August 2010 Financial Statements:**

The August 2010 Financial Statements had been mailed to Board members prior to the meeting. Mr. Kernan presented the August 2010 Financial Statements to the board. After discussion, a motion was made by Mr. Rosenkrans to approve the August 2010 Financial Statements. Seconded by Mr. Kernan. Motion carried.

**Approval of 2011 IDA Budget for PARIS:**

Mr. Aronson advised Board Members that a meeting of the IDA Audit Committee had taken place on September 23, 2010 . The Audit Committee recommends acceptance by the Full Board of the 2011 IDA Budget which must be posted to PARIS by November 1, 2010. After discussion, a motion was made by Mr. Rosenkrans approving the 2011 IDA Budget and Posting to PARIS. Seconded by Mr. Hryzak. Members Rosenkrans, Macinski, Amidon, Hryzak, Riemer, Kernan and Brusso voted “yea”. Motion carried. Mr. Kime was absent.

**Approval of IDA Resolution No. 2010 – 17 / Finger Lakes Technologies Group, Inc.**

A copy of IDA Resolution No. 2010 – 17 / Finger Lakes Technologies Group, Inc.,(FLTG) had been mailed to board members prior to the meeting. Mr. Aronson advised board members that in 2006 and 2007 the IDA appointed FLTG as its agent to acquire land and renovate the existing “Q” area buildings at the Former Seneca Army Depot into a communications hub with the initial investment being \$7.535 million. Due to marketing conditions unforeseen by FLTG their initial investment has been significantly reduced. As a result FLTG is requesting that the IDA postpone the remainder of their administrative fee, \$75,000 with the following conditions: FLTG shall invest an amount equal to and no less than \$75,000 into the renovation of a 60 foot bunker sufficient to serve as a model and concept unit for potential customers to view to be completed no later than June 30, 2010; and upon completing the Initial Project and making the \$7,535,000 investment, the remainder of the Agency's administrative fee (\$75,000) shall be due. Mr. Aronson then presented the Resolution as follows:

RESOLUTION OF THE SENECA COUNTY INDUSTRIAL DEVELOPMENT AGENCY AUTHORIZING FINGER LAKES TECHNOLOGY GROUP, INC. TO INVEST \$75,000 INTO THE PROJECT (AS DESCRIBED BELOW) IN LIEU OF PAYMENT OF THE REMAINDER OF THE AGENCY'S ADMINISTRATIVE FEE.

After discussion, a motion was made by Mr. Brusso approving IDA Resolution No. 2010 – 17 / Finger Lakes Technologies Group, Inc. Seconded by Mr. Rosenkrans. Members Rosenkrans, Macinski, Amidon, Hryzak, Riemer, Kernan and Brusso voted “yea”. Motion carried. Mr. Kime was absent

**Approval of New Job Description / Executive Assistant / Per Governance Committee Recommendation:**

Mr. Macinski advised board members that the IDA Governance Committee met on September 29, 2010 and reviewed the new job description of Executive Assistant for Kelly Kline. The Committee also reviewed Mrs. Kline’s performance which includes numerous additional tasks she has assumed since the departure of Office Manager, Monica Novack. The Governance Committee recommends approval of the new job description along with an increase in salary from \$25,000 to \$27,907 per year. After discussion, a motion was made by Mr. Kernan approving the New Job Description of Executive Assistant and the increase in yearly salary. Seconded by Mrs. Amidon. Motion carried.

### **Approval of RLF Management Plan:**

Mr. Aronson advised Board Members that according to the current EDA regulations, the Revolving Loan Fund Management Plan (RLF), which was formed in 1997, needs be updated and new regulations will require updating every five years. The current Plan has been revised to comply with current regulations. A copy of the newly revised Management Plan had been mailed to Board Members prior to the meeting. Mr. Aronson advised the board that the IDA Audit Committee met on September 23, 2010 and is recommending approval of the newly drafted Revolving Loan Fund Management Plan for submission to the Economic Development Administration. After discussion, a motion was made by Mr. Hryzak to approve the newly drafted Revolving Loan Fund Management Plan for submission to the Economic Development Administration. Seconded by Mrs. Amidon. Members Rosenkrans, Macinski, Amidon, Hryzak, Riemer, Kernan and Brusso voted "yea". Motion carried. Mr. Kime was absent

### **Empire Zone – Administrative Issues:**

On September 27, 2010 the IDA received a Memorandum from Empire State Development Director, Randal Cobourn, a copy of which was mailed to board members prior to the meeting. The purpose of the Memorandum was to address the issue of continued administration of the Empire Zones Program. Even though this program sunset on June 30, 2010, many businesses continue to receive Empire Zone Benefits. In 1998 Seneca County was awarded Empire Zone status and the Seneca County Board of Supervisors appointed the Seneca County IDA to administer the Empire Zone Program. The ESD is now requesting notification of the entity now responsible for Empire Zone Administration. Up for discussion is whether or not the IDA will be continuing on with the administration of the Program. Mr. Aronson noted that the Zoning Board Administration would still continue to monitor the program if the IDA continues with the administration. After discussion, a motion was made by Mr. Rosenkrans approving the IDA to continue on with the administration of the Empire Zone Program and to notify the ESD. Seconded by Mr. Kernan. Motion carried.

### **Approval for Grant V-116:**

Ms. Jones advised Board Members that this grant was awarded in 2006 and included general administrative and operating support to the Seneca Knit Corporation. This support was provided by the IDA in 2006 and 2007. Confirmation was received in April 2010 from Empire State Development that vouchers could be completed for reimbursement. A motion is needed to accept Grant V-116 and authorize the Executive Director to execute all documentation. After discussion, a motion was made by Mr. Rosenkrans approving Grant V-116 and authorizing the Executive Director to execute all documentation. Seconded by, Mr. Hryzak. Members Rosenkrans, Macinski, Amidon, Hryzak, Riemer, Kernan and Brusso voted "yea". Motion carried. Mr. Kime was absent.

### **LM Consulting Quarterly Status Report:**

A copy of Quarterly Status Report from LM Consulting had been forwarded to Board Members prior to the meeting. Mr. Aronson reviewed the Status Report with the Board. One of the primary goals of LM Consulting was to ensure that the re-appropriations for Seneca County IDA

grants were included as part of the 2010-2011 Budget. All of the grants previously committed for both the Veterans Cemetery and the former Seneca Army Depot were included as part of the final state budget. This is an important victory considering the Governor vetoed more than 1,600 legislative spending initiatives. Mr. Aronson also reported that in coming months, LM Consulting will continue to be in regular contact with Seneca County's state representatives, discussing projects of importance to Seneca County.

**Approval of Extension for DOT Multi Modal Grant:**

Mr. Aronson advised Board Members that this Multi Modal Grant is a Imillion dollar grant for Finger Lakes Railway to complete railroad repairs between Geneva and the former Seneca Army Depot. The grant expires on December 31, 2010. To date approximately one-half of the work has been completed. Finger Lakes Rail is requesting the grant to be extended until June 30, 2011. After discussion a motion was made by Mr. Kernan approving the extension of DOT Multi Modal Grant until June 30, 2011. Seconded by Mr. Reimer. Motion carried.

**Other Business:**

None

**Executive Session:**

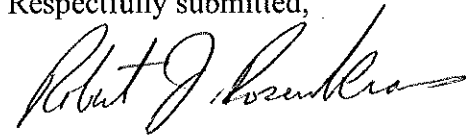
None

**Adjournment:**

A motion to adjourn the meeting was made by Mr. Rosenkrans. Seconded by Mr. Hryzak. Motion carried. The meeting adjourned at 12:50 pm

The next regular scheduled meeting will be held on **November 4, 2010, 12:00 Noon** at **Abigails Restaurant, Waterloo, NY**

Respectfully submitted,



Robert J. Rosenkrans  
Secretary

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