



**SENECA COUNTY  
INDUSTRIAL DEVELOPMENT AGENCY**

**MEETING MINUTES**

Regular Meeting  
Thursday, December 3, 2009  
12:00 Noon  
The Hotel Clarence  
Seneca Falls, New York

**Attendance:**

Board Members Present: Thomas Kime, Chairman; Robert Rosenkrans; Fred Gaffney; Thomas Macinski; Robert Kernan and Kenneth Lee Patchen, Jr.

Board Members Absent: David Kaiser and Kenneth Riemer

Staff Attending: Robert Aronson, Executive Director; Patricia Jones, Deputy Director; Monica Novack, Office Manager; Kelly Kline, Receptionist/Office Assistant; Russell Gaenzle, Harris Beach

Others Attending: Suzanne Sinclair, County Manager; Deb Najarro, Finger Lakes Rail and Mr. Giuseppe Coen, Coen Enterprises, LLC

**Call to Order:**

Chairman Kime called the meeting to order at 12:07 p.m. A quorum of the Agency's members were present.

**Approval of IDA Minutes / Meeting of November 5, 2009:**

The minutes of the Agency's annual meeting of November 5, 2009 had been sent to Board members prior to the meeting. A motion was made by Mr. Rosenkrans to approve the November 5, 2009 minutes. Seconded by Mr. Kernan. Motion carried.

**Approval of October 2009 Financial Statements:**

The October 2009 financial statements had been mailed to Board Members prior to the meeting. Mr. Kernan presented the Financial Statements and recommended that the board accept the financials, with final approval to come after resolution of accounting treatment on PIF transactions. After discussion, a motion was made by Mr. Rosenkrans to accept the October Financial Statements. Seconded by Mr. Patchen. Motion carried.

**Board Meeting Schedule:**

A proposed meeting schedule for the monthly 2010 IDA Board Meetings had been mailed to Board Members prior to the meeting. No adjustments were made.

**Approval of Governance Committee Recommendation for Appointment of Mr. Bruce Johnson as IDA CFO:**

Mr. Kime advised the board that the IDA Governance Committee met on November 19, 2009 and interviewed Mr. Johnson for the part time consultant position of IDA Chief Financial Officer (CFO). He then stated that the Governance Committee is recommending Mr. Johnson for appointment to the position. After discussion, a motion was made by Mr. Macinski to accept the Appointment of Mr. Bruce Johnson for the part time consultant position of IDA Chief Financial Officer (CFO). Seconded by Mr. Patchen. Messers., Kime, Kernan, Rosenkrans, Gaffney, Patchen and Macinski voted "yea". Mr. Kaiser and Mr. Reimer were absent. Motion Carried

**Approval of Governance Committee Recommendation for Appointment of Mr. Thomas Macinski to EDC Board:**

Mr. Kime advised Board members that Mr. Bruce Johnson has submitted his resignation from the Seneca County EDC Board effective December 31, 2009. He then advised the board that the Governance Committee is recommending the appointment of Mr. Thomas Macinski as his replacement. After discussion, a motion was made by Mr. Rosenkrans to approve the Appointment of Mr. Thomas Macinski to the EDC Board. Seconded by Mr. Gaffney. Messers., Kime, Kernan, Rosenkrans, Gaffney an Patchen voted "yea". Mr. Kaiser and Mr. Reimer were absent. Mr. Macinski abstained. Motion Carried

**Approval of Extension of Sales Tax Exemption for Seneca BioEnergy:**

Mr. Aronson advised the board that Seneca BioEnergy has requested an extension of their Sales Tax Exemption through 2010. After discussion, a motion was made by Mr. Macinski to Approve the Extension of Sales Tax Exemption for Seneca BioEnergy. Seconded by Mr. Kernan. Messers., Kime, Kernan, Rosenkrans, Gaffney, Patchen and Macinski voted "yea". Mr. Kaiser and Mr. Reimer were absent. Motion Carried.

**Approval of Army Deeds for PID and Conservation Area Retained Sites:**

Copies of the Deeds had been mailed to Board Members prior to the meeting. Pat Jones advised the Board that environmental clean up has been completed within the PID/Warehouse Area and the Conservation Area. These sites can now be conveyed to the IDA . After discussion, a motion was made by Mr. Patchen to Approve the Army Deeds for PID and Conservation Area Retained Sites. Seconded by Mr. Macinski. Messers., Kime, Kernan, Rosenkrans, Gaffney, Patchen and Macinski voted "yea". Mr. Kaiser and Mr. Reimer were absent. Motion Carried.

### **Loan Status Report:**

The quarterly Loan Status report had been provided to Board members prior to the meeting. Mr. Aronson summarized the loan status report and noted to Board members that all loans were current.

### **Petro PIF Update:**

A copy of the PETRO Payback analysis sheet had been mailed to Board Members prior to meeting. Mr. Aronson summarized for the Board the PETRO Payback analysis sheet..

### **Grant Status Report:**

The quarterly Grant Status report had been provided to Board members prior to the meeting. Ms. Jones summarized for the Board the Grant Status report. She noted that there were five (5) IDA related grants and all grant actions are current.

### **Other Business:**

Mr. Aronson provided the board an update on prevailing legislation, which had being proposed by Governor Patterson. Mr. Aronson advised the bill faces an uncertain path due to the divide in the Senate. Mr. Aronson also advised a Public Authority Reform bill was passed and we can expect to see a strengthening of PAAA enforcement in the future. Mr. Aronson then discussed the progress of the new IDA website, which is scheduled for soft-launch in December. Board Members also received the new IDA brochure, which was very well received.

Ms. Deb Navarro of Finger Lakes Rail gave the Board an update on the progress of upgrades to the rail.

### **Consideration of Executive Session:**

Chairman Kime requested a motion to enter into Executive Session for the discussion of the employment of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation. A motion was made by Mr. Rosenkrans at 12:50 p.m. to enter into Executive Session. Seconded by Mr. Gaffney. Motion carried. A motion was made by Mr. Rosenkrans at 1:33 p.m. to come out of Executive Session. Seconded by Mr. Kernan. Motion carried.

### **Approval of Contractual Agreement Between IDA and Bruce Johnson as CFO for IDA:**

Mr. Kime presented to the board a consulting agreement between the Seneca County IDA and Bruce Johnson, acting as CFO for the IDA at a fee of \$1,500 monthly. After discussion, a motion was made by Mr. Macinski approving the consulting agreement between the IDA and Mr. Bruce Johnson acting as CFO for the IDA at a fee of \$1,500 monthly. Seconded by Mr. Patchen. Motion Carried.

**Approval of IDA Staff Salary Adjustments for 2010:**

Chairman Kime advised the Board that on November 19, 2009, the IDA Governance Committee met and is submitting the following recommendations regarding staff salaries for 2010: Robert Aronson, Executive Director, \$102,000; Patricia Jones, Deputy Director, \$72,000; Monica Novack, Office Manager, \$35,700 and Kelly Kline, Office Assistant / Receptionist, \$22,000. After discussion, a motion was made by Mr. Rosenkrans to approve the salaries of the IDA staff for 2010. Seconded by Mr. Kernan. Motion Carried.

**Adjournment:**

A motion to adjourn the meeting was made by Mr. Rosenkrans. Seconded by Mr. Gaffney. Motion carried. The meeting adjourned at 1:35 p.m.

The next regular scheduled meeting will be held on **January 7, 2010 at 12:00 Noon at Abigails Restaurant, Waterloo NY**

Respectfully submitted,



Kenneth Lee Patchen, Jr.  
Secretary

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