

**SENECA COUNTY
ECONOMIC DEVELOPMENT CORPORATION**

MEETING MINUTES

January 27, 2011
11:30 A.M.
Heroes Conference Room
Seneca County Office Bldg.
Waterloo, New York

Attendance:

Members Present: Thomas Macinski, Chair; and Thomas Kime

Members Absent: David Kaiser

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

Others Attending: Steve Absolom, Seneca Army Depot; Kip Finley, Civil Engineer; Jeff Shipley, Seneca County Chamber of Commerce; Dennis Money, Seneca White Deer (SWD); Richard Van Riper, SWD; Carl Patrick, SWD; Dennis Race, NYS Conservation Council and Don Gentilcore, Seneca Meadows

Call to Order:

Chairman Thomas Macinski called the meeting to order at 11:44 am. A quorum of the Corporation's members were present.

Seneca White Deer Presentation:

Dennis Money of Seneca White Deer gave a presentation to corporation members proposing tours at the depot to begin in 2012. Seneca White Deer would like to showcase the former Seneca Army Depot by focusing on not only the white deer herd, but also the military history and the depots abundant natural recourses. They would like to expand their marketing of the tours to other states so that more conservation agencies can attend the tours and see what the depot has to offer. Their objective is to entice these entities into partnering with local officials to create a 3,000 acre eco-tourism conservation park. Also speaking in support of these efforts was Mr. Jeffery Shipley and Mr. Don Gentilcore. While Corporation members are in favor of tourism they noted that in this economy many parks are struggling and they are unsure whether there would be enough resources to proceed. This presentation was informational only and no action was taken.

Approval of Regular Meeting Minutes of October 29, 2010:

The minutes of the Corporation's regular meeting of October 29, 2010 had been sent to Corporation members prior to the meeting. A motion to approve the minutes was made by Mr. Kime. Seconded by Mr. Macinski. Motion carried.

Approval of Appointments to EDC Audit / Finance Committee and EDC Governance Committee:

Chairman Macinski recommended the following appointments to the Audit/Finance and Governance Committees:

Audit / Finance Committee: Thomas Macinski, Thomas Kime and David Kaiser.
Governance Committee: Thomas Macinski, Thomas Kime and David Kaiser.

A motion was made by Mr. Kime approving the appointments. Seconded by Mr. Macinski. Messer's. Macinski and Kime voted "yea". Mr. Kaiser was absent. Motion Carried.

Approval of EDC Resolutions:

EDC Resolution No. 2011-01 / Designation of Banking Institutions:

Designating Five Star Bank and Seneca Falls Savings Bank as the institutions to be used for EDC banking purposes during the year 2011.

A motion was made by Mr. Kime approving EDC Resolution No. 2011-01. Seconded by Mr. Macinski. Motion carried.

EDC Resolution No. 2011-02 / Designation of Persons Authorized to Sign Corporation Checks :

Authorizing Chairman; Vice-Chairman; Secretary; Treasurer; Executive Director; Deputy Director and CFO to sign checks issued by the Seneca County Economic Development Corporation during year 2011.

A motion was made by Mr. Kime approving EDC Resolution No. 2011-02. Seconded by Mr. Macinski. Motion carried.

EDC Resolution No. 2011-03 / Designating of Legal Counsel:

Designating Legal Counsel as Harris Beach for 2011.

A motion was made by Mr. Macinski approving EDC Resolution No. 2011-03. Seconded by Mr. Kime. Motion carried.

EDC Resolution No. 2011-04 / Corporation Auditors:

Designating the audit firm of Raymond F. Wager, CPA to be utilized as the EDC audit firm for the year 2011, with a change in lead auditor

A motion was made by Mr. Macinski approving EDC Resolution No. 2011-04. Seconded by Mr. Kime. Motion carried.

EDC Resolution No. 2011-05 / Appointment of Chief Financial Officer:

Appointing Bruce Johnson as the Chief Financial Officer for the year 2011.

A motion was made by Mr. Macinski approving EDC Resolution No. 2011-05. Seconded by Mr. Kime. Motion carried

EDC Resolution No. 2011-06 / Appointment of Chief Executive Officer:

Appointing Robert J. Aronson as the Chief Executive Officer for the year 2011.

A motion was made by Mr. Macinski approving EDC Resolution No. 2011-06. Seconded by Mr. Kime. Motion carried

EDC Resolution No. 2011-07 / Designation of Accountant/Bookkeeper:

Designating the accounting firm of Dermody, Burke, & Brown to be utilized as the EDC accountant and Eleanor Beattie to be the Bookkeeper for the year 2011

A motion was made by Mr. Macinski approving EDC Resolution No. 2011-07. Seconded by Mr. Kime. Motion carried

Annual Financial Disclosure and No Conflict of Interest Forms:

Mr. Aronson advised the board that PAAA requires the annual completion of the Financial Disclosure Form and Certification of No-Conflict of Interest form. Blank forms had been mailed to the corporation members prior to the meeting to be completed by each appointed member/employee/officer of the Seneca County EDC. Mr. Aronson requested that forms be completed and returned to staff by meetings end.

Approval to of Two Year Renewal of Fort Drum License Agreement

Ms. Jones advised corporation members that Fort Drum has requested a two (2) year renewal to their license agreement. In 2009 they came before Corporation members at which time they were granted a license for 2009 and 2010, but have yet to utilize the depot. A copy of the request was provided to members before the meeting. They are currently scheduled to train at the Depot March 19-25 and June 10-17, 2011.

After discussion a motion was made by Mr. Macinski approving the two year renewal of the license agreement. Seconded by Mr. Kime. Motion Carried.

Repairs to Airfield Runway:

At the last EDC Meeting, Corporation members requested staff to obtain an estimate regarding the scope of the repairs needed for the Airfield Runway at the Former Army Depot, along with a preliminary cost estimate. Ms. Jones advised members that a Runway Pavement Joint and Crack Evaluation has been prepared by Mr. Kip Finley of Razak Associates, a copy of which was provided to members before the meeting. Ms. Jones then introduced Mr. Finley who then gave members a summary of his findings.

Mr. Finley advised members that considering its age, the pavement is in fairly good condition however, the joints are drying out and are very fragile due to their age and overuse. The recommendation of Mr. Finley is Remedial Joint and Crack Maintenance with an estimate of

\$70,000. This is the least expensive alternative and will extend the pavements life by keeping water out of the pavement layers.

Members then discussed how to obtain the funds needed for repairs. Corporation members advised staff to contact the entities who use the airfield to see if they are willing to contribute to a reserve fund for maintenance repairs. Until that time, all future requests for use of the airfield are be put on hold.

Other Business:

None

Consideration of Executive Session:

Chairman Macinski requested a motion to enter into Executive Session for discussion on the proposed acquisition, sale or lease of real property, where publicity could substantially affect the value thereof. A motion was made by Mr. Kime at 12:46p.m. to enter into Executive Session. Seconded by Mr. Macinski. Motion carried. A motion was made by at Mr. Kime at 1:27p.m. to come out of Executive Session. Seconded by Mr. Macinski. Motion carried.

Adjournment:

A motion to adjourn the meeting was made by Mr. Kime and seconded by Mr. Macinski. Motion carried. The meeting adjourned at 1:27p.m.

Respectfully submitted,



Robert J. Aronson
Executive Director

xc: Shawn Griffin, Harris Beach
Russell Gaenzle, Harris Beach
Kevin Overton, Harris Beach
Roberta Jordans, Harris Beach