

**SENECA COUNTY
ECONOMIC DEVELOPMENT CORPORATION**

MEETING MINUTES

Regular Meeting
April 7, 2008
2:00 P.M.
Heroes Conference room
Seneca County Building, 2nd Floor
Waterloo, New York

Attendance:

Members Present: Lee Patchen, President, and Shawn Griffin

Members Absent: Bruce Johnson

Staff Present: Patricia Jones, Interim Executive Director; Stephen Dennis, Executive Director, Seneca County Industrial Development Agency; Greg Keefe, Treasurer and CFO; and Monica Novack, Administrative Assistant, Seneca County Industrial Development Agency

Others Attending: David Shaw, Finger Lakes Times; and Joan Teichner and Mary Ann Kowalski

Call to Order:

Patricia Jones called the meeting to order at 2:00 P.M. A quorum of the Corporation's members was present.

Approval of Regular Meeting Minutes of January 2, 2008:

The minutes of the Corporation's regular meeting of January 22, 2008 was provided to Corporation members prior to the meeting. A motion to approve the minutes was made by Shawn Griffin. Seconded by Lee Patchen. Motion carried.

Approval of Financial Statements through February 2008:

The Financial Statements through February 2008 were provided to Corporation members prior to the meeting. After discussion, a motion was made by Shawn Griffin approving the financial statements. Seconded by Lee Patchen. Motion carried.

Election of Officers for 2008:

With the resignation of Bruce Bonafiglia and addition of Lee Patchen, a motion was made by Shawn Griffin to elect the following officers for 2008: Lee Patchen – Chairman; Bruce Johnson – Vice-Chairman; Patricia Jones – CEO; and Gregory Keefe – CFO/Treasurer. Seconded by Lee Patchen. Motion carried.

Approval of EDC Resolution 2008-2 / Designation of Persons Authorized to Sign Corporation Checks:

Pat Jones advised the Corporation that Resolution No. 2008-2 was tabled at the January meeting. Shawn Griffin recommended that for checks over \$5,000, two signatures be required, which also needs to be written into the by-laws. After discussion, a motion was made by Lee Patchen to approve Resolution No. 2008-2, Designation of Persons Authorized to Sign Corporation Checks. Seconded by Shawn Griffin. Motion carried.

Ratify Approval of Professional Services Agreement for Nancy Mangano:

Pat Jones advised the Corporation that this agenda item was also tabled at the January 22nd meeting. Pat noted that Corporation Counsel prepared the professional services contract between the EDC and Nancy Mangano in December 2007 and that it was verbally approved by the Board at that time. After discussion, a motion was made by Shawn Griffin to authorize execution of the contract. Seconded by Lee Patchen. Motion carried.

Ratify Approval of Contract Agreement Between Seneca County IDA and Seneca County EDC for Professional Services Agreements:

Pat Jones advised the Corporation that this agenda item was tabled at the January 22nd meeting. Pat noted that Corporation Counsel prepared the contract between the Seneca County IDA and the Seneca County EDC for support of the professional service agreements in December 2007 and that it was verbally approved by the Board at that time. After discussion, a motion was made by Lee Patchen to approve the contract. Seconded by Shawn Griffin. Motion carried.

Approval of Promissory Note from Town of Seneca Falls for Main Street Program:

Pat Jones advised the Corporation that this item was tabled at the January 22nd meeting. Pat informed the Board that the Town of Seneca Falls will provide the EDC with \$100,000, which the EDC will place in a separate account at the Seneca Falls Savings Bank (SFSB). Pat also noted that it will sit there for one year, acting as collateral for the Main Street participants' construction loans, and then will be returned to the Town in a single balloon payment with no interest, allowing the SFSB to provide loans to Main Street participants. After discussion, a motion was made by Lee Patchen to approve the promissory note from town of Seneca Falls for Main Street Program. Seconded by Shawn Griffin. Motion carried.

Approval for Chairman or Interim Executive Director to Sign Empire State Development Grant Agreements for Grant T/463/T462/U537/V761 and Prepare Short EAF:

Pat Jones advised the Corporation that Grant Agreements have been received from Empire State Development for improvements at the former Depot. Pat also advised that these grants are member-item grants from Senator Nozzolio, which in the past, have been passed through the Seneca County IDA; however, the last four grants are being passed through the Seneca County EDC. Pat then provided members with a Grant Status Report and discussed the uses for the various grants. After discussion, a motion was made by Lee Patchen authorizing the Chairman or Interim Executive Director to sign the grant contracts and to execute the short form EAF. Seconded by Shawn Griffin. Motion carried.

Approval for the Eaton Birding Society to Visit Depot Conservation Area for a Morning Field Trip:

Pat Jones advised the Corporation that the Eaton Birding Society based on Geneva, New York has requested to visit the Depot Conservation Area for a morning field trip in May or early June 2008. She also noted that this group experiences birds by observing and learning about their appearance, behavior, habitat and song. Typically, they drive to a location and walk on roads or established trails stopping to look and listen along the way. Equipment would include binoculars, spotting scopes and a notebook or voice recorder to note species and numbers and they sometimes bring cameras. Pat advised that participants would number between 10-12. Pat then stated that staff recommends approval, subject to signed license agreement and Hold Harmless Agreement and availability of Depot Escort at a cost of \$20 per hour to be paid by the Eaton Birding Society. Shawn Griffin expressed his dissatisfaction with prior groups wanting access to the Depot and recommended that this request be disapproved. No formal vote was taken.

Approval for Syracuse Research Corporation to Utilize Depot Airfield for Testing of Radar System:

Pat Jones advised the Corporation that the EDC has received a request from the Syracuse Research Corporation in Syracuse to utilize the Depot Airfield runway to conduct testing of their radar system. Pat then stated that this Company develops and produces ground surveillance systems for the US military and would like to use the runway to allow the test team to verify the accuracy of the radar in a controlled environment. After discussion, a motion was made by Lee Patchen for approval of Syracuse Research Corporation to utilize Depot Airfield for testing of Radar System, subject to signed license agreement and Hold Harmless Agreement, and subject to availability of the airfield, at a rental cost of \$500 per day of use. Seconded by Shawn Griffin. Motion carried.

Approval for US Air Force to Conduct Site and Airfield Survey at Depot / May 19-23, 2008:

Pat Jones advised the Corporation that the EDC has received a request from the US Air Force to conduct a Site and Airfield Survey at the Depot Airfield during the period May 19-23, 2008. Pat also noted that this survey is similar to the one conducted by the Navy in 2006 prior to their use of the Airfield. She then informed the Board that the Air Force would like to use the Airfield for limited aviation exercises and this survey is required prior to any exercises being held. Pat then stated that this approval is for the site survey only; they would come back to the Corporation for approval based on the results of the survey. After discussion, a motion was made by Lee Patchen to approve the US Air Force to conduct Site and Airfield Survey at the Depot from May 19-23, 2008. Seconded by Shawn Griffin. Motion carried.

Approval of the 2008 Renewal of Airfield Property Licenses for Reinshagen/Covert/Morrin:

Pat Jones advised the Corporation that the EDC has license agreements with Messrs. Reinshagen, Covert and Morrin for property around the Depot Airfield. Pat also noted that this arrangement has been on-going for the past three years and has drastically cut down on the number of complaints the EDC has had about 4-wheelers driving around the fence line and the fence being cut. After discussion, a motion was made by Shawn Griffin to approve renewal of Airfield Property Licenses for Messrs. Reinshagen, Covert, and Morrin at the same rate of \$300 per year. Seconded by Lee Patchen. Motion carried.


Approval of the 2008 Renewal of the Airfield License with the New York State Police:

Pat Jones advised the Corporation that the EDC currently has a License with the New York State Police for property at the Depot Airfield. Pat then advised that this license will be superseded by a lease as soon as the Army delivers a deed to the IDA for the Airfield Property. After discussion, a motion was made by Shawn Griffin to renew the Airfield License agreement with the New York State Police for one more year. Seconded by Lee Patchen. Motion carried.

Adjournment:

A motion to adjourn the meeting was made by Shawn Griffin and seconded by Lee Patchen. Motion carried. The meeting adjourned at 3:08 p.m.

Respectfully submitted,


Patricia Jones
Interim Executive Director