



DATE: February 20, 2019

TO: Vincent J. Bono  
Cory Albrecht  
David Chlus  
Daniel Reardon  
Catherine Ricci  
John Scarano  
Michael Werenczak

RE: Board of Directors' Regular Meeting  
Audit, Finance, and Governance Committees

The Herkimer County Industrial Development Agency will hold its **Regular Meeting** of the **Board of Directors along with the Audit, Finance and Governance Committees Tuesday February 26<sup>th</sup>, 2019 at 8:00 AM.** The meeting will be held in the **Herkimer County Chamber of Commerce Conference Room, 420 E. German St. Herkimer, NY 13350.**

Please note this meeting is being held in conjunction with a public hearing regarding the proposed Off-Site Commercial Solar Photovoltaic Policy.

Attached is the agenda. Other meeting documents will be available at <http://www.herkimercountyida.org/documents/>

Please call or email [sholleran@herkimercountyida.org](mailto:sholleran@herkimercountyida.org) if your availability has changed.

copy by email:

NYS Senator James L. Seward  
NYS Senator James N. Tedisco  
NYS Assemblyman Robert Smullen  
NYS Assemblyman Brian Miller  
NYS Assemblywoman Marianne Buttenschon  
Marc Barraco, NYS Governor's Office  
Michael Reese, ESDC Regional Director  
Dr. Cathleen McColgin, President Herkimer College  
Shari Hunt, Secretary to the President Herkimer College  
John J. Piseck, Jr., HCIDA  
Anthony Hallak, Attorney  
James Wallace, County Administrator  
Bernard Peplinski, Chairman, Legislature  
Kurt Ackerman, Chairman, Planning & Development Committee  
Sally Deming, Clerk of the Legislature  
William McDonald, Associate Dean, Herkimer College  
Daniel Sargent, Assistant to the President, Herkimer College  
Stephen R. Smith, Mohawk Valley Economic Development District, Inc.

US Senator Charles Schumer  
US Senator Kristen Gillibrand  
US Congressman Anthony Brindisi  
US Congresswoman Elise Stefanik

**420 E. German Street, Box 1 Suite 101A, Herkimer, NY 13350 315-866-3000**

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JOHN J. PISECK, JR.  
Executive Director

STACEY J. HOLLERAN  
Office Manager

AMANDA WELLINGTON  
Administrative Assistant

BOARD OF DIRECTORS

VINCENT J. BONO  
Chairman

DAVID M. CHLUS  
Vice Chairman

JOHN SCARANO  
Secretary

MICHAEL WERENCZAK  
Treasurer

CORY ALBRECHT  
Director

DANIEL B. REARDON  
Director

CATHERINE RICCI  
Director

**Herkimer County Industrial Development Agency**  
**Board of Directors' Regular Meeting**  
**February 26, 2019 @ 8:00 AM**

**AGENDA**

- |   |               |
|---|---------------|
| 1. Call to order – Pledge of Allegiance | Chairman Bono |
| 2. Roll Call                            | Holleran      |
| 3. Open Public Hearing                  | Piseck        |

**Audit/Finance/Governance Committee Meeting**

- |   |               |
|---|---------------|
| Annual Authorities Budget Office Annual Report                                | Bono – Action |
| • Review – Board Performance Evaluation Summary (attached)                    |               |
| • Review and approval required on all reports/policies listed on Attachment A |               |

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|---|----------------------|
| 4. Minutes (attached)                                       |                      |
| • 1/29/2019-Regular Meeting                                 | Bono – Action        |
| 5. January Financial Reports (attached)                     | Bono/Piseck – Action |
| Operating, Check Register, Account Balances, RLF Status     |                      |
| 6. Frankfort 5S South Business Park                         | Piseck - Information |
| 7. Manheim Business Park                                    | Piseck – Information |
| 8. Schuyler Business Park Expansion                         |                      |
| • Emrich Land Surveying proposal (attached)                 | Piseck – Action      |
| • GHD Consulting Services proposal-Phase I ESA (attached)   | Piseck – Action      |
| 9. Consider Adoption of Sexual Harassment Policy (attached) | Bono - Action        |
| 10. Consider Adoption of Proposed Policy (attached)         | Bono - Action        |
| • Off-site Commercial Photovoltaic Solar Policy             |                      |
| 11. Project Updates/Other Business                          | Piseck – Information |
| • Trade Show Report (attached)                              |                      |
| 12. Financial Disclosure Forms                              | Piseck - Action      |

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**Motion for Executive Session-** The general area or areas of the subject or subjects to be considered under Public Officers Law, Article 7, Open Meetings Law, Section 105 are:

- (d) discussions regarding proposed, pending, or current litigation;
- (f) the medical, financial, credit, or employment history 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;
- (h) the proposed acquisition, sale or lease of real property or the proposed acquisition of securities, or sale or exchange of securities held by such public body, but only when publicity would substantially affect the value thereof;

**Next regular meeting date: Wednesday, March 20, 2019 @ 8:00 AM**