



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 26th, 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 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

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JOHN J. PISECK, JR.
Executive Director

STACEY J. HOLLERAN
Office Manager

AMANDA WELLINGTON
Administrative Assistant

BOARD OF DIRECTORS

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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 | |

- | | |
|---|----------------------|
| 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 |

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