



HERKIMER COUNTY

Industrial Development Agency

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MINUTES

July 31, 2018

STAFF

JOHN J. PISECK, JR.
Executive Director

STACEY J. HOLLERAN
Office Manager

Herkimer County Industrial Development Agency Board of Directors Meeting at the Herkimer County Chamber of Commerce Conference Room, 420 E. German Street, Herkimer, 8:00 AM.

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

Members Present: Vincent (Jim) Bono, Cory Albrecht, Daniel Reardon, Catherine (Cate) Ricci, John Scarano, Michael Werenczak

Members Absent: David Chlus

Also Present: Bernard Peplinski, James Wallace, Jon Putnam, Stephen R. Smith, Anthony Hallak, John Piseck, and Stacey Holleran

After the Pledge of Allegiance and introduction of all present, Chairman Jim Bono called the meeting to order at 8:00 AM.

Minutes: The minutes of the regular board meeting of June 26, 2018 were offered for review. **Cory Albrecht moved, seconded by Mike Werenczak, to approve minutes as presented.** Motion carried.

Financial Reports: The following financial reports were offered for review and approval: June Operating Account, Account Balances, PILOT and RLF Status. **John Scarano moved, seconded by Cate Ricci, to approve all financial reports as presented.** Motion carried.

Manheim Business Park – Mr. Jon Putnam of GHD was present and gave an update on his assessment to date. Jon has learned the history and has data needed for waste water treatment portion of his report. He has been getting conflicting data on results of water flows. Further testing is planned. They have an issue with stagnation. There may be an opportunity for the Village of Dolgeville and Town of Manheim to participate in a joint effort for an additional water tank.

A quotation for a geological study was provided prior to the meeting for review. The study will be used by a developer to help design his project. Mr. Putnam estimated 2 to 3 week time frame for completion. There was a Phase I environmental assessment done in 2000. Mr. Putnam will check if clearance is required by SHPO at this site.

Cate Ricci moved, seconded by John Scarano, to authorize the Director, on behalf of the Agency, to accept the proposal dated July 12, 2018 by GHD Consulting Services, Inc. to perform Preliminary Geotechnical Evaluation at the Manheim Business Park at a cost not to exceed \$43,800. Motion carried.

"This institution is an equal opportunity provider, employer and lender."

Funds that were allocated 5/29/18 for infrastructure improvements to be made at the Manheim Business Park will be used.

Microenterprise Grant CFA - Prior to the meeting, John Piseck, polled board members regarding committing funds for the Micro-enterprise Grant Program through the CFA process. **John Scarano moved, seconded by Mike Werenczak to commit funds for the Micro-Enterprise Grant Program through the CFA process. The Agency will request \$200,000 from the Community Development Block Program (CDBG), which requires a 10% match of \$20,000 from the Agency; 5% (\$11,000) of total project cost will be requested for administration fees. Motion passed.**

Frankfort 5S North Business Park - The Agency was presented with a \$30,000 check from Harbor Point Energy Products, LLC to secure the purchase of property available at 240 Mary Street at the Frankfort 5S North Business Park. An Agreement for the transaction was provided prior to the meeting for review and consideration. **Cate Ricci moved, seconded by John Scarano, to authorize the Chairman or Director to execute the Purchase and Sale Agreement between the Agency and Harbor Point Energy Products, LLC at a purchase price of \$30,000 for property at 240 Mary Street, Frankfort. Motion carried.**

Agricultural Development Council – John reported that the initial meeting was attended by approximately 65 people on July 18, 2018 at 9:00 AM at Herkimer College. Many issues were discussed; one being that the dairy industry is struggling. Discussions regarding diversifying into other areas where there is a demand for a product is an example of issues the council could work on. Committee meetings have been scheduled for August 8, starting at 9:00 AM at the Herkimer County Chamber Conference Room.

Ironrock Brewing Company – An application was sent to the loan committee and full board prior to the meeting. John gave an overview of the project and answered questions. After discussion **Cate Ricci moved, seconded by Mike Werenczak, to approve a loan from the Title IX loan fund administered by the Mohawk Valley Economic Development District. The loan amount will be \$66,000.00 at 5% for a term of 7 years. Collateral will be a personal guaranty and a co-equal lien position with MORECO-JDA on all assets. Motion carried.**

HMQ – John Piseck polled all board members prior to meeting regarding the cleanup ordered by New York State. A Stipulation and Agreement was executed by both attorneys and outside cleanup was initiated. **Dan Reardon moved, seconded John Scarano, to approve payment up to \$4,750 for cleanup at the previous HM Quackenbush site per proposal dated 7/23/2018 by Stumpin By Mike, LLC. Motion carried.**

John Piseck has met with the new Mayor Netti and other councilpersons to discuss the future of the property.

Executive Director Piseck explained how the workload has been growing as he is getting more involved in county-wide economic development activities in addition to traditional IDA-specific projects. With the help of a summer intern we have started developing an Agricultural Council. Other additional activities include: involvement with Fuze-hub events, meeting with each town and village, visiting business to discuss opportunities such as CFA and other grant opportunities,

advocating for more funds for micro-enterprise grant and small business revolving loan fund money, became a board member of the Mohawk Valley Land Bank, laying groundwork for EPA grant award, researching Opportunity Zones program. If the Agency is to move forward with these initiatives, John proposed adding an additional staff person. After discussion, the proposal was tabled. John will gather more information requested for further consideration.

Duofold Site - Ilion – The Village is requesting support to take over the old Duofold site located in the village. They want to develop the 14 acre brownfield site and in order to take action, they need to take ownership. **Cory Albrecht moved, seconded by Cate Ricci, to authorize the Executive Director to write a letter of support of the Village of Ilion taking ownership to the property. Motion carried.**

Other: John Piseck reported the following:

- Expect to know more in a week regarding the results of wetland survey at Schuyler Business Park.
- Power needs of Tractor Supply has increased
- Met with Congresswoman Claudia Tenney
- Met with Village of Ilion officials
- Setup meeting with Congresswoman Elise Stefanik at T of Manheim and V of Dolgeville 8/11/2018 @ 2:45 PM
- Assisted with preparation of several CFA's
- F5SSBP cul-de-sac project almost complete

Executive Session – John Scarano moved, seconded by Mike Werenczak, to enter into executive session at 9:00 AM to discuss possible litigations. Motion carried. All board members, Anthony Hallak, Bernard Peplinski, Jim Wallace, John Piseck and Stacey Holleran, were invited to stay.

Dan Reardon moved, seconded by Mike Werenczak, to end executive session at 9:17 AM.

A motion to adjourn was made by Cate Ricci, seconded by John Scarano. The meeting adjourned at 9:18 AM.

Respectfully submitted,



Stacey J. Holleran
Office Manager