



MINUTES

October 30, 2018

STAFF

JOHN J. PISECK, JR.
Executive Director

STACEY J. HOLLERAN
Office Manager

AMANDA WELLINGTON
Administrative Assistant

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.

After the Pledge of Allegiance, Chairman Jim Bono called the meeting to order at 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

The following members answered the roll call: Vincent (Jim) Bono, Cory Albrecht, David Chlus, Daniel Reardon, John Scarano, and Michael Werenczak. Quorum present.

Members Absent: Catherine (Cate) Ricci

Also Present: Bernard Peplinski, Peter Manno, Bill Weakley, Jon Putnam, Steve Smith, Amanda Wellington, John Piseck, and Stacey Holleran

Amanda Wellington was introduced. The board welcomed Amanda who will be starting her position as Administrative Assistant on November 5, 2018.

Minutes: The minutes of the regular board meeting of September 25, 2018 meeting were offered for review. **John Scarano moved, seconded by Dan Reardon, to approve minutes as presented. Motion carried.**

Financial Reports: The following financial reports were offered for review and approval: September Operating Account, Account Balances, PILOT and RLF Status. **Mike Werenczak moved, seconded by Cory Albrecht, to approve all financial reports as presented. Motion carried.**

Manheim Business Park (MBP)

Mr. Piseck provided proposed Amendment No. 3 from GHD Consulting Services for additional services for the preparation of a Map, Plan and Report (MP&R) to be used with the creation of the new water/sewer district to be formed within the Town of Manheim to include the Manheim Business Park parcel. **Dan Reardon moved, seconded by Mike Werenczak to authorize up to \$7,500 for professional services as outlined in GHD Amendment No. 3 dated 10/28/2018. Motion carried.**

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

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Mr. Piseck reported that he was able to obtain a map with a better definition of boundaries of the MBP. After review, a new quote was provided from Stumpin By Mike for cutting trees. **After discussion, Cory Albrecht moved, seconded by John Scarano, to approve up to \$19,000 for trees to be felled and left on site. Motion carried.**

Mr. Putnam from GHD was present to answer any questions. Being none, the meeting continued.

A discussion regarding a snowmobile trail which runs through the park took place. The Salisbury Ridge Runners have maintained this trail for years. Mr. Piseck has had conversations with a representative of the club and they have provided a certificate of insurance; however, Mr. Piseck expressed concern regarding liability issues especially now since there is activity there with the development. It was recommended that a representative of the club be present at the next board meeting to discuss further.

Schuyler Business Park (SBP) – Mr. Piseck requested assistance regarding the on-going wetland issue at the SBP which started in 2003. **John Scarano moved, seconded by Dan Reardon to approve Invoice dated 10/11/2018 from Terrestrial Environmental Specialist, Inc. for professional services in the amount of \$406.84 regarding delineation of wetlands/waters and preparation of a baseline delineation report. Motion carried.**

Hale Manufacturing – Attorney Hallak reported that Hale Mfg. is refinancing their bond and will be satisfying their obligation to the Agency. **Dan Reardon moved, seconded by Cory Albrecht to authorize the Executive Director to sign all release/transfer documents. Motion carried.**

Site Selectors – Mr. Piseck was invited by Mohawk Valley EDGE to participate in an upcoming Site Selectors Guild Advisory Forum. The agenda includes attending networking events, panel discussions and a visit to Herkimer County. **David Chlus moved, seconded by Mike Werenczak to approve \$2,500.00 for sponsorship. Motion carried.**

Small Business RLF Applications –

- **Casetry, LLC** – This application was approved by the RLF committee and provided to the full board for consideration. Mr. Piseck has visited the company located in the Village of Ilion. They are a print-on-demand partner for many large enterprise retailers. They use a process called dye-sublimation which allows the final product to be resistant to scratching, peeling, and fading. They are seeking assistance to add equipment and capacity to stay competitive in the market. **Cory Albrecht moved, seconded by John Scarano, to approve a loan from the Small Business RLF to Casetry, LLC in the amount of \$2,000, a grant in the amount of \$2,000. Proof of owner injection of \$2,000 is required. The term of the loan will be 24 months at 2% interest rate. A blanket security lien along with the personal guarantee of the partners will be required. The motion carried.**
- **Image Quilt Dance Workshop (Omonike Akinyemi)** – After review by the RLF committee, this application was presented to the full board for consideration. The owner is seeking assistance to purchase working capital to support dance programs and promote

them among populations such as youth, youth with autism and senior citizens at the Little Falls YMCA. **After discussion, Michael Werenczak moved, seconded by John Scarano to approve a loan from the Small Business RLF to Omonike Akinyemi d/b/a Image Quilt Dance Workshop in the amount of \$2,000, a grant in the amount of \$2,000. Proof of owner injection of \$2,000 is required. The term of the loan will be 24 months at 2% interest rate. A blanket security lien along with the personal guarantee of Omonike Akinyemi will be required. The motion carried.**

Mr. Piseck reported the following:

- Received draft application from Higby Gold yesterday.
- Organized a meeting with all our training partners to get a better understanding of everyone's roll.
- Scheduled industrial hemp question and answer session 12/5/2018 @ 9:00 at Herkimer College.
- NYS EDC's Ryan Silva will be visiting 11/9/2018 @ 11:00.
- Met with Mohawk Valley Water Authority regarding Schuyler Business Park.
- Paperwork dedicating water facilities at F5SSBP has been signed by the Town of Frankfort. Papers for dedication of Country Mile are prepared and John will be bringing them to the Town also.
- Met with Nexamp regarding two possible solar projects.
- Learned more about the EPA grant at meeting in Albany. Preparing RFP.
- Attended FuzeHub event in Syracuse.
- Learned that the National Grid substation that will service Tractor Supply is sufficient despite previous concerns. There is a concern that if the Litchfield substation goes down, there would be a problem. Estimated cost for reclosers is \$232,793 and would take 6 months.
- Still waiting answers from National Grid regarding gas service at F5SSBP
- Developed new logo and are ordering new business cards.
- Jon Putnam of GHD estimates it will take a couple weeks for perc test for Schuyler BP

Executive Session – Dan Reardon moved, seconded by John Scarano, to enter into executive session at 9:00 AM to discuss proposed land acquisition. Motion carried. All board members, Bernard Peplinski, Anthony Hallak, John Piseck and Stacey Holleran, were invited to stay.

Michael Werenczak moved, seconded by John Scarano to end executive session at 9:25 AM.

Michael Werenczak moved, seconded by John Scarano to adjourn at 9:25 AM.

Respectfully submitted,



Stacey J. Holleran, Office Manager