



February 15, 2022

STAFF

JOHN J. PISECK, JR.
Executive Director

STACEY J. HOLLERAN
Office Manager

VICTORIA L. ADAMS
Administration & Grant
Coordinator

BOARD OF DIRECTORS

VINCENT J. BONO
Chairman

DAVID M. CHLUS
Vice Chairman

JOHN SCARANO
Secretary

MICHAEL WERENCZAK
Treasurer

CORY ALBRECHT
Director

CATHERINE RICCI
Director

ANN GAWORECKI
Director

COUNSEL

ANTHONY G. HALLAK, Esq.
Felt Evans, LLP

TO: Vincent J. Bono, David Chlus, Cory Albrecht, Catherine Ricci, John Scarano
Michael Werenczak, Ann Gaworecki

RE: Board of Directors' Regular Meeting

The Herkimer County Industrial Development Agency will hold its **regular meeting** of the Board of Directors along with the **Audit, Governance, and Finance Committees** on **Thursday, February 17, 2022 at 8:00 AM.** The meeting will be held electronically via Zoom conference as well as a public meeting open for the public to attend in person.

Members of the public may join the board meeting virtually by going to www.Zoom.com or by dialing (929) 205-6099 and entering meeting ID: 862 3427 2683 and passcode: 425011

Members of the public may join the meeting in person in the Herkimer County Chamber of Commerce conference room at 420 E. German Street, Herkimer, NY 13350

Attached is the agenda. Please call or email vadams@herkimercountyida.org if your availability has changed.

copy by email:

NYS Senator Peter Oberacker	US Senator Charles Schumer
NYS Senator James N. Tedisco	US Senator Kirsten Gillibrand
NYS Assemblyman Robert Smullen	US Congresswoman Claudia Tenney
NYS Assemblyman Brian Miller	US Congresswoman Elise Stefanik
NYS Assemblywoman Marianne Buttenschon	Patrick Russell, Herkimer County Legislator
Samantha Madison, NYS Governor's Office	Bernard Peplinski
Michael Reese, ESDC Regional Director	Joseph Scott, Hodgson Russ LLP
Dr. Cathleen McColgin, President Herkimer College	
Shari Hunt, Secretary to the President Herkimer College	
John J. Piseck, Jr., HCIDA	
Anthony Hallak, IDA Attorney	
James Wallace, County Administrator	
Kurt Ackerman, Chairman, Planning & Development Committee	
Brittney Viscomi, Clerk of the Legislature	
Jennifer Williams, Deputy 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.	

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

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**Herkimer County Industrial Development Agency
Board of Directors' Regular Meeting
Audit/Governance/Finance
Thursday, February 17, 2022 @ 8:00 AM
AGENDA**

Join by going to www.zoom.com or by dialing (929) 205-6099
then entering meeting ID: 862 3427 2683 and passcode: 425011

Audit/Governance/Finance Meeting

- | | |
|---|---------------------------------|
| 1. Call to order – Pledge of Allegiance | Chairman Bono |
| 2. Roll Call | Holleran |
| 3. Mission Statement | Piseck |
| 4. Minutes | Bono/Piseck – Discussion/Action |
| • January 25, 2022 Board Meeting (P.1-5) | |
| • January 25, 2022 NG Herkimer Preservation Public Hearing (P.6) | |
| 5. January Financial Reports (P.7-14) | Bono/Piseck – Discussion/Action |
| • Financial Report, Balance Sheet, Check Register
RLF Status, SBP Mortgage, PILOT Report | |
| 6. Small Business Seward 2/2/2 Update | Adams – Discussion |
| 7. Manheim Business Park – Annexation | Bono/Piseck - Discussion |
| 8. 2571 Higby Road | |
| • Asbestos Survey (P.15-19) | Bono/Piseck – Discussion/Action |
| • Radiocarbon Analysis (P.20-21) | Bono/Piseck – Discussion |
| • NYS Health Department | Bono/Piseck - Discussion |
| 9. IDA Policies | |
| • By-Laws (P.22-30) | Bono/Piseck – Discussion/Action |
| • Mission Statement (P.31) | Bono/Piseck – Discussion/Action |
| • Compensation, Reimbursement, &
Additional Conditional Compensation (P.32) | Bono/Piseck – Discussion/Action |
| • Defense and Indemnification (P.33) | Bono/Piseck – Discussion/Action |
| • Purchasing Policy (P.34-37) | Bono/Piseck – Discussion/Action |

10. Standard Workday Resolution (P.38-39)	Bono/Piseck – Discussion/Action
11. Website Checklist (P.40-41)	Bono/Piseck – Discussion
12. Board Meeting Requirements	Bono/Piseck – Discussion
13. Claims Auditor	Bono/Piseck – Discussion/Action
14. Final Audit Cost (P.42-43)	Bono/Piseck – Discussion/Action
15. NG Herkimer Preservation HDFC	Bono/Piseck – Discussion/Action
16. Former Chips Gas Station – Phase I ESA	Bono/Piseck – Discussion/Action
17. Board Evaluation Summary (P.44)	Bono/Piseck – Discussion/Action

*Comments Welcome from Elected Officials

Project Updates/Other Business:

- Anti-Harassment Training
- National Brownfields Conference – Oklahoma City August 16-19, 2022
- Chamber of Commerce Legislative Breakfast 2/18/2022 @ 7AM, Herkimer College
- Village of Dolgeville BOA Public Workshop 2/17/2022 @ 6PM, Dolgeville Central School
- New Elected District Lines
- NYS Economic Development Council Annual Meeting – 2/28-3/01
- Broadband
- Eastern Mohawk Valley Regional Water Transmission Line
- CDBG CARES
- Schuyler Business Park – National Grid, Pot
- Mohawk Valley EDGE Strategic Planning Meeting
- MV Brownfields Developer Summit – April 12-13, 2022 @ Fulton Montgomery CC

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 Meeting: Tuesday, March 29, 2022 @ 8:00 AM