



MINUTES

October 25, 2022

Herkimer County Industrial Development Agency Board of Directors Meeting

STAFF

JOHN J. PISECK, JR.
Chief Executive Officer

STACEY J. HOLLERAN
Chief Financial Officer

VICTORIA L. ADAMS
Administration & Grant
Coordinator

ERIN E. SPINA
Marketing & Communications
Specialist

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TIM DAY
Director

ALANA BASLOE
Director

COUNSEL

ANTHONY G. HALLAK, Esq.
Feit Evans, LLP

The Herkimer County Industrial Development Agency held a regular meeting of the Board of Directors on Tuesday, October 25, 2022 at 8:00 AM. The meeting was held electronically via zoom conference as well as a public meeting open for the public to attend in person. Members of the public were invited to join the meeting virtually by going to www.zoom.com or by dialing (929) 205-6099 and entering meeting ID: 886 8128 8098 and passcode: 402411. Members of the public were invited to attend the meeting in person in the Herkimer County Chamber of Commerce conference room at 420 E. German Street, Herkimer, NY 13350.

After the Pledge of Allegiance, Chairman Vincent (Jim) Bono called the meeting to order at 8:00 AM.

The following members were present in person and answered the roll call: Alana Basloe, Ann Gaworecki, Michael Werenczak, John Scarano, Vincent (Jim) Bono. **Quorum Present**

Members Absent: Cory Albrecht, Tim Day

Staff Present: John Piseck, Stacey Holleran, Victoria Adams, Erin Spina

Also Present in Person: Herkimer County Legislators: Greg Malta, Pete Manno; Anthony Hallak.

Also Present Virtually: Herkimer County Legislators: Bob Hollum, Mark Gaworecki; Kathleen Haake

Mission Statement: Mr. Piseck read the Agency's Mission Statement

Minutes: The minutes of the September 27, 2022 regular meeting were offered for review. **Ann Gaworecki moved, seconded by John Scarano, to approve the minutes as presented. The motion carried with 5 ayes and 0 nays.**

Financial Reports: The following financial reports were offered for review and approval: September 2022 Financial Report, Balance Sheet, Check Register, RLF/Lease Balance with payment status, SBP Mortgage, and PILOT report. Mr. Piseck stated that all outstanding loans are being paid accordingly; the Agency is in good financial position and doing well with the budget. **Michael Werenczak moved, seconded by John Scarano to approve all financial reports as presented. The motion carried with 5 ayes and 0 nays.**

2023 Budget Modification: Prior to the meeting, board members were provided a revised budget outline for the 2023 fiscal year with a modification in the payroll expenses category. **Ann**

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

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

Gaworecki moved, seconded by Alana Basloe to approve the 2023 budget as presented. The motion carried with members voting as follows: *Resolution: 102522-01*

Vincent Jim Bono	VOTING	YES
Cory Albrecht	VOTING	ABSENT
Tim Day	VOTING	ABSENT
John Scarano	VOTING	YES
Michael Werenczak	VOTING	YES
Ann Gaworecki	VOTING	YES
Alana Basloe	VOTING	YES

6-Year ABO Budget: Board members were provided the proposed ABO Budget and Financial Plan through 2026 prior to the meeting. The ABO requires the plan to be submitted on an annual basis. John Scarano moved, seconded by Michael Werenczak to approve the ABO Budget & Financial Plan through 2026. The motion carried with members voting as follows: *Resolution: 102522-02*

Vincent Jim Bono	VOTING	YES
Cory Albrecht	VOTING	ABSENT
Tim Day	VOTING	ABSENT
John Scarano	VOTING	YES
Michael Werenczak	VOTING	YES
Ann Gaworecki	VOTING	YES
Alana Basloe	VOTING	YES

Small Business Loan/Grant Funds:

CDBG CARES Update: Victoria Adams provided an update on the status of the Herkimer County CARES grant. She stated that she is continuing to work with business owners that are interested in applying and has connected two business owners with the Mohawk Valley Small Business Development Center to move them to the next step in the process. She also stated that in recent conversations with the Community Developer at NYS Homes & Community Renewal, the Agency has been authorized to expand the eligibility criteria to include additional non-tangible expenses, such as payroll, insurance, rent/mortgage, and utilities.

Seward 2/2/2 Update: Victoria Adams provided an update on the Small Business Seward Revolving Loan Fund. She stated that all loans are being paid accordingly. She stated that the balance in the account is just above \$1,000; therefore, an application for a small project could be accepted.

Marketing Update: Erin Spina presented a slideshow to the board which included a recent showing of the Duofold Site to Senator Chuck Schumer, QR codes, marketing sheets, and social media outreach and growth.

Harbor Point Energy Products – Property Acquisition: Mr. Piseck was approached by the owner of Harbor Point Energy Products and was provided the opportunity to discuss the potential for the Agency to acquire the Harbor Point Energy Products property. Further discussion regarding negotiations was deferred to executive session.

Leading EDGE Awards – Sponsorship and Attendance: Mohawk Valley EDGE will be hosting their 21st annual Leading EDGE Awards on Monday, November 7, 2022 from 5-8PM in the Turning Stone's Shenandoah Clubhouse. The awards recognize companies in the Mohawk Valley who were leaders in the industrial sector and the regional economy. The Agency will be a bronze sponsor of the event, which includes two tickets to the event. Mr. Piseck will be attending and any board members interested in attending were invited to do so. **Michael Werenczak moved seconded by Alana Basloe to authorize the Agency to sponsor and attend the Mohawk Valley EDGE Leading EDGE Awards at a cost not to exceed \$2,500. The motion carried with 5 ayes and 0 nays. Resolution: 102522-03**

Venue Strategies – Market Demand Analysis: The Agency received a proposal from Venue Strategies to conduct a market demand analysis to assess the demand for an event center to serve Herkimer County and the surrounding area. The analysis will determine the extent of definable market support for the creation of an event center along several potential lines of use, including but not necessarily limited to local and regional sports, recreation, health and wellness, meeting and special events, and entertainment activities. **Ann Gaworecki moved, seconded by Alana Basloe to authorize the Agency to enter into an agreement with Venue Strategies to conduct a market demand analysis on the feasibility of an event center in Herkimer County at a cost not to exceed \$35,000 plus customary out-of-pocket expenses not to exceed \$3,250. The motion carried with 5 ayes and 0 nays. Resolution: 102522-04**

Housing Development Opportunities: Attorney Hallak spoke in reference to a recent inquiry he received from Mr. Piseck concerning redevelopment of a mixed-use housing development facility in the City of Little Falls. He stated that the city has opined that the project would be fully tax exempt and there is no need for the involvement of an Industrial Development Agency.

Solar Leasing: Attorney Hallak spoke in reference to a recent inquiry he received from Mr. Piseck concerning the leasing of Agency real estate to a private developer. The Agency would lease the land to the property developer, the developer would sublease the facility back to the Agency who would in turn sublease the facility back to the developer to accomplish the developers stated purchase. The sublease-subleaseback would further the tax-exempt status of the solar facility. Mr. Piseck noted that the land in question is not usable otherwise.

Schuyler Business Park:

Traffic Impact Study - Delta Engineers: The Agency received a proposal from Delta Engineers to provide professional engineering services for a traffic impact study at Schuyler Business Park. The NYS Department of Transportation requested the traffic impact study be completed due to increased activity at Schuyler Business Park. **Michael Werenczak moved, seconded by Ann Gaworecki to authorize Delta Engineers to conduct a traffic impact study at Schuyler Business Park at a cost not to exceed \$12,790. The motion carried with 5 ayes and 0 nays. Resolution: 102522-05**

Water Study: Mr. Piseck stated that some of the facilities at Schuyler Business Park may need fire suppression tanks. The Agency has not received pricing documentation to present at this time; however, Mr. Piseck wanted the board to be informed of the matter.

EDF Renewables – Warrior Solar Application: The Agency received a draft application for financial assistance from Warrior Solar Partners, LLC to construct a 5 MW community solar farm on a closed

landfill located at 3020 Southside Road, Frankfort, NY. After discussion, **Michael Werenczak moved, seconded by John Scarano to approve the application for financial assistance for Warrior Solar, LLC. This motion is contingent upon receiving a final revised application with changes approved by counsel. The motion carried with members voting as follows: Resolution: 102522-06**

Vincent Jim Bono	VOTING	YES
Cory Albrecht	VOTING	ABSENT
Tim Day	VOTING	ABSENT
John Scarano	VOTING	YES
Michael Werenczak	VOTING	YES
Ann Gaworecki	VOTING	YES
Alana Basloe	VOTING	YES

Village of Newport – Sewer Study: In a previous meeting of the board, Mr. Piseck requested authorization to have a sewer study conducted in the Village of Newport to assist with future development for new businesses and additional services for existing businesses. It was decided that Mr. Piseck would provide additional information prior to the board making a decision. More information was provided to the board and after discussion, **Ann Gaworecki moved, seconded by John Scarano to authorize Laberge Group to perform a preliminary engineering report and determination of environmental significance for the project be completed at a cost not to exceed \$23,000 plus reimbursable expense per July 15, 2022 proposal. The motion carried with 5 ayes and 0 nays. Resolution: 102522-07**

Former Chips Gas Station: The Agency is working to determine the best approach in remediating and developing the site. Further discussion regarding negotiations was deferred to executive session.

Mr. Bono welcomed comments from elected officials, there were none.

Project Updates/Other Business:

Eastern Mohawk Valley Water Transmission Line: The Agency is continuing to work out hydraulic modeling for the project.

Duofold Site – Senator Schumer Visit: Senator Schumer recently visited the Duofold site to tour the facility. The Senator was instrumental in the Agency's receipt of grant funding through the US Environmental Protection Agency.

Village of Dolgeville BOA – Developer Roundtable: As part of the Village of Dolgeville Brownfield Opportunity Area Nomination Study process, the Agency, Village of Dolgeville, and project consultant will host a developer roundtable focused on redevelopment opportunities for the village center on Wednesday, October 26, 2022 at the Community Center in the Village of Dolgeville. Board members were invited to attend.

OHSWA Meeting: Mr. Piseck recently attended a meeting with the Oneida-Herkimer Solid Waste Authority to preliminarily discuss sites in the Village of Herkimer.

Columbia Solar: Attorney communications are continuing and the project is moving ahead.

IDA Academy: The 2022 Fall IDA Academy will take place on Thursday, November 10, 2022 at the Delta Hotel on Genesee Street, Utica. Agency staff will attend; board members and counsel were invited to attend as well.

Speaker Series: Mr. Piseck is looking into a motivational speaker series to be held at Herkimer College.

Ann Gaworecki moved, seconded by Michael Werenczak to enter into executive session at 9:00 AM to discuss matters of negotiation. The motion carried with 5 ayes and 0 nays. All board members, Anthony Hallak, John Piseck, Stacey Holleran, Victoria Adams, Erin Spina, Herkimer County Legislators: Manno, Malta, Gaworecki, and Hollum were invited to stay.

John Scarano moved, seconded by Michael Werenczak to end executive session at 10:03 AM. The motion carried with 5 ayes and 0 nays.

Harbor Point Energy Products – Property Acquisition: John Scarano moved, seconded by Michael Werenczak to authorize the Agency to exercise the option to reacquire the property as written in Purchase & Sale Agreement dated July 25, 2018. The motion carried with 5 ayes and 0 nays.

Resolution: 102522-08

Former Chips Gas Station: John Scarano moved, seconded by Michael Werenczak to authorize Agency Counsel to contact the current property owner. The motion carried with 5 ayes and 0 nays.

Resolution: 102522-09

Being no other business, Michael Werenczak moved, seconded by Ann Gaworecki to adjourn at 10:06 AM. The motion carried with 5 ayes and 0 nays.

Respectfully Submitted,



Victoria Adams
Administration & Grant Coordinator