



MINUTES

Industrial Development Agency

July 20th, 2023

Herkimer County Industrial Development Agency Board of Directors Meeting

STAFF

JOHN J. PISECK, JR.
Chief Executive Officer

VICTORIA L. ADAMS
Operations Manager

JENNIFER L. YOUNG
Administrative Office
Assistant

ERIN E. SPINA
Marketing & Communications
Specialist

BOARD OF DIRECTORS

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Vice Chairman

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Director

TIM DAY
Director

ALANA BASLOE
Director

COUNSEL

ANTHONY G. HALLAK, Esq.
Felt Evans, LLP

The Herkimer County Industrial Development Agency held a regular meeting of the Board of Directors on Thursday, July 20th, 2023 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, Vincent (Jim) Bono, Timothy Day, John Scarano, and Ann Gaworecki. (5) **Quorum Present**

Members Absent: Cory Albrecht and Michael Werenczak

Staff Present: John Piseck, Victoria Adams, Jennifer Young, Erin Spina, and HCIDA Intern Joe Bono

Also Present in Person: Anthony Hallak, Herkimer County Legislators' Pete Manno and John Stephens

Also Present Virtually: Shannon Wagner (Hodgson Russ LLP.) and Dana Nimey-Olney (Office of Assemblywoman Buttenschon)

Mission Statement: Mr. Joseph Bono read the Agency's Mission Statement. Following the mission statement, Mr. Piseck stated that this would be the last board meeting for the agency's summer intern. Joseph Bono spoke about projects he worked on throughout his time with the agency thanked the IDA for this opportunity.

Minutes:

June 27th, 2023 Board Meeting: The minutes of the June 27th, 2023 regular meeting were offered for review. **Ann Gaworecki moved, seconded by Timothy Day 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: June 2023 Financial Report, Balance Sheet, Check Register, RLF/Lease Balance with payment status, and SPP
420 E. German Street, Box 1 Suite 101A, Herkimer, NY 13350 315-866-3000

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

Mortgage. Mr. Piseck stated that property maintenance expenses are currently high but all other budget items are where they are expected to be. As the agency begins working on next year's budget in the coming weeks, property expenses will be a big focus. **John Scarano moved, seconded by Alana Basloe to approve all financial reports as presented. The motion carried with 5 ayes and 0 nays.**

Marketing Update: Erin Spina showed board members a photo of the banner the agency purchased to cross Herkimer's Main Street for the Herkimer BOA project. The new Testfit software is being utilized for potential marketing images of the Russell Farm property. Ms. Spina presented a possible use for the property showcasing a hotel accompanied with townhouses as an option. Ms. Spina has also been working on a brownfield slide show for Mr. Piseck to present at an upcoming Brownfield conference in Detroit.

EDR Proposal: The agency received a proposal from engineering firm, EDR, to provide professional engineering services to prepare Four Corners Business Park for development in the amount of \$39,750. Following discussion, **Ann Gaworecki moved seconded by Alana Basloe to accept the proposal from EDR, NTE \$39,750. The motion carried with 5 ayes and 0 nays.**

Resolution: 072023-01

Herkimer Meat Packing, LLC: The agency received an application for financial assistance and cost benefit analysis from Herkimer Meat Packing, LLC. Herkimer Meat Packing proposes an estimated 330,000 square foot beef harvest facility on a 26-acre parcel of vacant land in the Town of Manheim. Following review and discussion **Ann Gaworecki moved seconded by Timothy Day to approve the application for financial assistance and cost benefit analysis for Herkimer Meat Packing, LLC. The motion carried with 5 ayes and 0 nays.**

Resolution: 072023-02

Local Gas ADK, LLC: The agency received a purchase agreement from Local Gas ADK, LLC for a 5-acre property in the Schuyler Business Park, parcel 105.3-2.7, for use of a gas station and convenience store. Following discussion, **Timothy Day moved seconded by Alana Basloe to approve the purchase agreement with Local Gas ADK, LLC. The motion carried with 4 ayes, 0 nays and 1 abstention by Ann Gaworecki.**

Resolution: 072023-03

Schuyler Business Park Entry Re-configuration: The board was presented with a map of the proposed entry configuration of the Schuyler Business Park. **John Scarano moved, seconded by Timothy Day to move forward with the reconfiguration as presented. The motion carried with 5 ayes and 0 nays.**

Resolution: 072023-04

Attorney Update from Felt-Evans: Anthony Hallak provided the board with the following updates on current projects;

- **Local Gas ADK, LLC:** Currently waiting on the maps needed to go before the planning board.
- **Mirabato:** Title work is complete. Mirabato will be sending the site plan to Mr. Hallak to go before the planning board. Closing will be scheduled in the coming weeks.
- **Project Jefferson:** Mr. Hallak anticipates the application for financial assistance is forthcoming and scheduling the closing in August.
- **Schuyler Four Corners:** Deal has been made and deposit checks have been delivered.
- **Solar Projects:** The agency has received 3 partial payments from SunEast Hills, SunEast Grassy Knoll, and SunEast Flat Hill. Due Diligence checklists have been written up and will be shared.

Each project has requested their ST60. SunEast Watkins Road has a slight delay due to land negotiations.

- **Manheim Business Park Water Agreement** – received a markup on the contract for the City of Little Falls to provide water supply ongoing to the Manheim Business Park from City of Little Falls on the evening of 7/19. This document needs to be reviewed by Mr. Hallak to provide an update to the agency.

Delta Project Updates: Mr. Piseck briefed the board on continued issues the agency has with all projects currently being handled by Delta. Continued issues include the following; little to no project updates, updates that are received are not detailed or timely and often missing information and poor communication. Examples of this include the below;

- **Project Orange Crush.** Mr. Piseck has continually requested updates on the gas installation, SWIPP, and a trailer in the road but has not received proper updates.
- **Russell Farm** Mr. Piseck continues to push for bids on the water & sewer needed though this is Delta's responsibility. Delta has yet to receive bids in order to move this project forward.

Mr. Piseck would like to pursue other firms and move projects where needed to ensure no further delays and work continues to be completed on projects as needed.

HRP Project Updates: Mr. Piseck provided the board with the below updates on current HRP projects;

- **Chips Gas Station:** Work continues to be completed to have property ready to be turned over to the village. Following preliminary testing, it has been identified that the gas tanks are in good condition with no gas left in the tanks. Due to being in such good condition, identifying funding available has been difficult.
- **Duofold:** Site testing will be the next step in the project.

Mr. Piseck also made a comment that HRP continues to be a great resource and partner to the agency.

Grant Update: Victoria Adams provided updates to the board on the following grants;

Grants that are currently open;

- CARES Grant – in the processes of closing out.
- Dolgeville BOA – Anticipate nomination to be completed in the coming weeks.
- Herkimer BOA – Currently waiting on the contract to arrive.
- EPA Brownfield – Working with HRP on projects, continues to go well.
- WIIA Grant – still active.

Grants the agency will be submitting applications for in the coming weeks;

- CDBG County - Wide Housing Study
- CDBG Microenterprise
- County-Wide BOA
- Local Government Efficiency for Zoning Updates
- Fast NY – Application has been submitted, awaiting response from the state.

Grants that are currently being discussed for possible applications;

- EPA Technical Assistance Plan – Masonic, Quackenbush & Bills School
- EPA Technical Assistance Grant – Charlestown

Mr. Bono welcomed comments from elected officials.

Ann Gaworecki exited at 8:50 AM

Dana Nimey-Olney from the office of Assembly Woman Buttenschon, spoke up to share some new funding that was made available through executive order earlier in the week. She will be sending further details to the agency for review.

Herkimer County Legislator Peter Manno commented about his excitement for the Russell Farm project and the possibility of additional hospitality resources within the community.

Project Updates/ Other Business:

- *LDC meeting is scheduled for Monday, July 31st, at 2 PM in the Chamber of Commerce conference room.*
- *Mr. Piseck will be attending the Brownfield Conference in Detroit from August 8th- August 11th*
- *Site Selectors meeting on August 4th @ 8:00 am at MVCC.*
- *Annual Budget Workshop for board members is scheduled for August 15th @ 8:00 AM in the Chamber of Commerce conference room.*
- *Venue Strategies – The agency received the survey results and will be reviewing.*
- *Town of Herkimer, Pine Grove School – the agency continues to support the Town of Herkimer with this project. Next step is structural analysis's completed on the building. Weston and Sampson is currently putting together a quote. Once received, the agency will review with the board.*
- *The agency has a meeting with a realtor to discuss the Ames True Temper property later today.*
- *The agency received an application for financial assistance for a solar project in the Town of Warren. More to come on this.*
- *Duofold Building – Mayor of Ilion should be receiving the signed contract by Friday, July 21st and is excited to move forward with the project.*

Alana Basloe moved, seconded by John Scarano to enter into executive session at 9:04 AM to discuss matters of contracts and negotiation. The motion carried with 5 ayes and 0 nays. All board members, John Piseck, Victoria Adams, Jennifer Young, Erin Spina, Joe Bono, Anthony Hallak, and Shannon Wagner were invited to stay.

Ann Gaworecki re-entered at 9:05 AM

Erin Spina exited at 9:15 AM

Anthony Hallak was excused from the meeting at 9:48AM

Ann Gaworecki moved, seconded by Alana Basloe to end executive session at 10:04 AM. The motion carried with 5 ayes and 0 nays.

240 Mary Street: Ann Gaworecki moved, seconded by John Scarano to authorize counsel to use discretion in contract negotiation for the lease of the property. The motion carried with 5 ayes and 0 nays.

Resolution: 072023-05

Town of German Flatts Land: Timothy Day moved, seconded by Ann Gaworecki, to contact the realtor on the property and start negotiations. The motion carried with 5 ayes and 0 nays.

Resolution: 072023-06

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

Respectfully Submitted,



Jennifer Young
Administrative Assistant