



MINUTES

Industrial Development Agency

September 28, 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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CORY ALBRECHT
Vice Chairman

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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, September 28th, 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 Industrial Development Agency office 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: Vincent (Jim) Bono, Timothy Day, John Scarano, Cory Albrecht, Michael Werenczak and Ann Gaworecki. (6) **Quorum Present**

Members Absent: Alana Basloe

Staff Present: John Piseck, Victoria Adams, Jennifer Young, and Erin Spina

Also Present in Person: Garet Livermore (Cornell Cooperative Extension)

Also Present Virtually: Charles Malcomb (Hodgson Russ LLP.) and Joseph Scott (Hodgson Russ LLP.)

Mission Statement: Ms. Erin Spina read the agency's mission statement.

LDC Formation: Due to negotiations, this item was moved to executive session.

Minutes:

August 29, 2023 Board Meeting: The minutes of the August 29th, 2023 regular meeting were offered for review. **Ann Gaworecki moved, seconded by Michael Werenczak to approve the minutes as presented. The motion carried with 6 ayes and 0 nays.**

Financial Reports: The following financial reports were offered for review and approval: August 2023 Financial Report, Balance Sheet, Check Register, RLF/Lease Balance with payment status, SBP Mortgage and PILOT report. Mr. Piseck stated we are in a good place currently with all budget
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and that the agency will be closing on a couple of solar projects in the coming months. **Ann Gaworecki moved, seconded by Timothy Day to approve all financial reports as presented. The motion carried with 6 ayes and 0 naves.**

Marketing Update: Erin Spina presented to the board photos of the Fuzehub Marketing Workshop held in Albany on September 19th. The workshop covered topics like; marketing tools, SMART goals, SWOT analysis, and marketing strategies. Ms. Spina also presented the board with the Herkimer County news letter which featured an article written by Ms. Spina about Brownfield Opportunity Areas. Ms. Spina noted that the agency's quarterly news letter is scheduled to roll out in October. Following a discussion on social media, the board was also presented with social media analytics showing an increase in traffic on current platforms utilized by the agency.

Daneli Partners Training: The agency presented the board with a list of training topics presented by Daneli Partners for possible future trainings for both board members and agency staff.

Schuyler Business Park – Convenience Store: The board was presented with updates on this project. As more information is received, there will be further discussions at upcoming board meetings.

Weston & Sampson – Structural Analysis: The agency requested an updated proposal from Weston & Sampson for the structural analysis at the former school building on Pine Grove Road in the Town of Herkimer. The documentation was not received prior to the meeting; therefore, the item was tabled.

Colucci Trucking, LLC/Diamond Drive, LLC:

- ***Application for Financial Assistance & Cost Benefit Analysis:*** The Agency received an amended application for financial assistance from Colucci Trucking, LLC. The amended application is to add Diamond Drive, LLC and Colucci Trucking, LLC. Diamond Drive, LLC proposes to build a trucking terminal, offices and a maintenance garage on a vacant parcel of land in the Town of Schuyler. **Following review and discussion, Timothy Day moved, seconded by Ann Gaworecki to approve the amended application for financial assistance and cost benefit analysis for Diamond Drive, LLC - Colucci Trucking, LLC. The motion carried with 6 ayes and 0 naves.**
Resolution: 092823-01
- ***Public Hearing:*** The board was presented with a request to move forward with scheduling a public hearing for Diamond Drive, LLC/ Colucci Trucking, LLC. **Cory Albrecht moved, seconded by Michael Werenczak to move forward with the scheduling of the public hearing. The motion carried with 6 ayes and 0 naves.**
Resolution: 092823-02
- ***Amended Inducement Resolution:*** The board was presented with a request to accept the amended inducement resolution to add Diamond Drive, LLC as the owner who will be leasing to Colucci Trucking, LLC. Following discussion, **Ann Gaworecki moved, seconded by Timothy Day to accept the amendment to add Diamond Drive to the inducement resolution. The motion carried with 6 ayes and 0 naves.**
Resolution: 092823-03

Venue Strategies: The agency and the board discussed next steps in the phase II assessment for the agency and Herkimer County.

2571 Higby Road: The board was presented with the bids received for the water and sewer extension project at the Russel Farm property. The low bid received was Wm J Keller & Sons Construction Corp with a bid of \$426,186.00. Following discussion, **Timothy Day moved, seconded by Ann Gaworecki to move forward on the water and sewer project with Wm J Keller & Sons Construction Corp NTE \$426,186.00. The motion carried with 6 ayes and 0 nays.**

Resolution: 092823-04

HP Design Jet T830 Plotter Printer: The agency presented the board with a plotter printer for office use. The plotter printer will allow the agency to print maps and signage used for projects and marketing. Following discussion, **John Scarano moved, seconded by Cory Albrecht to approve the purchase of the HP Design Jet T830 NTE \$7,321.84. The motion carried with 6 ayes and 0 nays.**

Resolution: 092823-05

Mr. Bono welcomed comments from public officials and meeting attendees.

Garet Livermore from the Cornell Cooperative Extension noted that Cornell Cooperative Extension Herkimer County is hosting a webinar series about Perspectives on the Opportunities and Impacts of Solar Installation in Agricultural Areas. The next webinar is scheduled for October 12th.

Project Updates/ Other Business:

- *Leading Edge Awards- October 26th, 5:30PM at the Turning Stone Resort and Casino – Mr. Piseck noted that he will be in attendance for the awards and asked if any board members would like to attend, to please let him know for registration purposes.*
- *Herkimer BOA- Agency staff received confirmation from the Department of State that the application documents were reviewed and accepted. Since the application has been reviewed and accepted, the Department of State will execute the documents. Once the agency receives the executed contract, next steps will begin.*
- *NY Forward- The Village of Ilion is moving forward with an application for a NY Forward grant for additional projects within the village.*
- *Fast NY- Mr. Piseck and team will be presenting the Schuyler Business Park Infrastructure Project to representatives at Empire State Development in Albany on Tuesday, October 3rd.*
- *Brownfield Summit 2024 – The 2024 Brownfield Summit is scheduled for April 2024. The agency will not be hosting next year's summit but will be sponsoring the event and assisting MVEDD where needed.*
- *Cultivate Herkimer County- Mr. Piseck attended a meeting with the Cornell Cooperative Extension.*

Michael Werenczak moved, seconded by Ann Gaworecki to enter into executive session at 8:39 AM to discuss matters of contracts and legal advice. The motion carried with 6 ayes and 0 nays. All board members, John Piseck, Victoria Adams, Erin Spina, Charles Malcomb, and Joseph Scott were invited to stay.

Cory Albrecht was excused from executive session at 9:05 AM.

Charles Malcomb and Joseph Scott exited the meeting at 9:17 AM.

Cory Albrecht returned to the session at 9:18 AM.

Timothy Day moved, seconded by Ann Gaworecki to end executive session at 9:37AM. The motion carried with 6 ayes and 0 nays.

Being no other business, Michael Werenczak moved, seconded by Timothy Day to adjourn at 9:37 AM. The motion carried with 6 ayes and 0 nays.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Jennifer Young". The ink is black and the signature is fluid and legible.

Jennifer Young
Administrative Assistant