



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

ALAINA VALERIANO  
Community & Business  
Development Specialist

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ANN GAWORECKI  
Director

TIM DAY  
Director

ALANA BASLOE  
Director

COUNSEL

SPECIAL:  
CHARLES MALCOLM, Esq.  
SHANNON WAGNER, Esq.  
Hodgson Russ, LLP.

MINUTES

April 30, 2024

**Herkimer Local Development Corporation**

The Herkimer Local Development Corporation held a regular meeting of the Board of Directors on Tuesday April 30, 2024 immediately following the Herkimer County Industrial Development Agency board meeting. 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](http://www.zoom.com) or by dialing (929) 205-6099 and entering meeting ID: 875-6466-4800 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 Bono called the meeting to order at 10:00 am.

**The following members were present in person and answered the roll call:** Vincent (Jim) Bono, Tim Day, Michael Werenczak, Cory Albrecht, Alana Basloe, and John Scarano. **Quorum Present (6)**

**Members Absent:** Ann Gaworecki

**Agency Staff Present:** John Piseck, Victoria Adams, Jennifer Young, Erin Spina, and Alaina Valeriano

**Also Present in Person:** None

**Also Present Virtually:** Shannon Wagner, Hodgson Russ, LLP.

**Minutes:** The meeting minutes of the board meeting on March 21, 2024 were offered for review.

**Alana Basloe moved, seconded by Michael Werenczak to approve the minutes as presented.**

**The motion carried with 6 ayes and 0 naves.**

**Financials:** There were no financials to share with the board at this time. A bank account has been established and financial reports will be available for the next board meeting.

**Internal Control Policy:** The board was presented with an administrative change to the Internal Control Policy to add John Scarano as a check signer for the LDC's bank account and to be removed as a claims auditor. **Alana Basloe moved, seconded by Cory Albrecht to add John**

**Scarano as a check signer for the Herkimer Local Development Corporation bank account and removed as a claims auditor. The motion carried with 6 ayes and 0 naves.**

*Resolution: HLDC-24-09*

**4Site Architectural Proposal:** The board was presented with the second phase proposal from 4Site Architectural for continued work on the Masonic Building. Following discussion, **Alana Basloe moved, seconded by Cory Albrecht to authorize the proposal as presented. The motion carried with 6 ayes and 0 naves.**

*Resolution: HLDC-24-10*

**Stumpin' By Mike Proposal:** The board was presented with a proposal from Stumpin' By Mike for tree removal at the Masonic Building. Following discussion, **Michael Werenczak moved, seconded by Tim Day, to authorize the proposal as presented in the amount not to exceed \$5,500.00. The motion carried with 6 ayes and 0 naves.**

*Resolution: HLDC-24-11*

**Bills School:** Mr. Piseck updated the board on current progress with the former Bills School property. This item was for discussion only.

**Prevailing Wage:** The board was presented with an analysis of Prevailing Wage requirements for the Herkimer Local Development Corp. from Hodgson Russ LLP. This item was for discussion only.

**Being no other business, Michael Werenczak moved, seconded by Tim Day to adjourn at 10:09 AM. The motion carried with 6 ayes and 0 naves.**

Respectfully Submitted,



Jennifer Young  
Administrative Assistant