

**Cayuga County Industrial Development Agency Meeting
2 State Street, 1st Floor Conference Room
March 18, 2014 4:00 p.m.**

Paul Lattimore opened the CCIDA meeting as Acting Chair at 4:00 pm, noting there was a quorum present.

ROLL CALL

Present: Joe Runkle, Gina Speno, Paul Lattimore, Herb Marshall, Carol Contigulia,
Excused: John Latanyshyn, Ray Lockwood

Others Present: Mary Beth Gleason, Cuddy & Ward, Cara Cuthbert, Active Physical Therapy, Andrew Fish, Tracy Verrier, Audrey Iwanicki, CEDA

Paul Lattimore called the meeting to order at 4:00 pm as Acting Chair. It was noted by Joe Runkle that the agenda had mistakenly named Buffington & Hoatland as auditors. The correct firm is Cuddy & Ward.

MINUTES: Motioned by Carol Contigulia to approve the minutes for the meeting of February 18, 2014, 2nd by Joe Runkle. All members present voted in favor to approve minutes, passed.

TREASURER'S REPORT: The February 2014 Treasurer's report was submitted and reviewed by the board. Tracy Verrier pointed out that the utility bill had almost doubled due to temporary increase in rates.

Motioned by Joe Runkle to accept the Treasurer's Report, 2nd by Paul Lattimore. All members present voted in favor, passed.

CCIDA AUDIT: Mary Beth Leeson of Cuddy & Ward gave the Board letters that stated there were no issues found with the audit and no internal control deficiencies. There was a brief discussion on how certain payments should be represented in the audit and it was decided no change was necessary. Farm land that has been rented was also discussed. There was no rate change for the rent, but there is more land available now to rent. There is an increase in cash from operations and the wording in note one has changed due to the separation of CCDC. There was a change requested to reflect the change in PILOT payments and disbursements for 2013. Motioned by Herb Marshall to accept the draft audit with the requested change, seconded by Carol Contigulia. All present voted in favor, motion carried.

NEW BUSINESS:

- a. RESOLUTION OF THE CAYUGA COUNTY INDUSTRIAL DEVELOPMENT AGENCY (i) ACCEPTING THE APPLICATION OF ACTIVE PHYSICAL THERAPY SOLUTIONS P.C. (THE "COMPANY") WITH RESPECT TO A CERTAIN PROJECT; (ii) AUTHORIZING THE UNDERTAKING OF THE PROJECT AND APPOINTING THE COMPANY AS ITS AGENT TO UNDERTAKE SAME; (iii) AUTHORIZING THE PROVISION OF FINANCIAL ASSISTANCE TO THE COMPANY; (iv) ADOPTING A NEGATIVE DECLARATION RELATING TO THE PROJECT PURSUANT TO THE STATE ENVIRONMENTAL QUALITY REVIEW ACT; AND (vi) AUTHORIZING THE NEGOTIATION, EXECUTION AND DELIVERY OF A LEASE AGREEMENT, LEASEBACK AGREEMENT AND RELATED DOCUMENTS.

New business was moved up on the agenda to review the small project application by Active Physical Therapy. Paul Lattimore reviews the benefits that are being requested including sales and use tax abatement for up to \$21,600, based on purchases up to \$270,000 and waiver of the mortgage recording tax for up to a mortgage expected to be \$505,000 mortgage. They are projecting 6 new jobs within 3 years. Cara Cuthbert explained that to date, Dale Buchberger's business plan has been right on target. The practice can add services and there is not a lot

of competition. They would own the building they are moving to. Andrew Fish told the Board that this is technically retail, but an exemption was identified in that the new location is adjacent to a distressed census tract and would improve the area.

Motioned by Paul Lattimore to accept the resolution, seconded by Carol Contiguglia. The resolution passed with the following roll call vote:

Herb Marshall	Yes
Paul Lattimore	Yes
Joseph Runkle	Yes
John Latanyshyn	Absent
Gina Speno	Yes
Raymond Lockwood	Absent
Carol Contiguglia	Yes

OLD BUSINESS:

a. CEDA Contract - Rick Galbato explained to the Board that the contract was the same as last year except without the transition language. There was some discussion on the length of the contract and Board members were most comfortable staying with a one year contract as long as the CEDA contract with the County is for one year. There was more discussion and the following changes were made:

2.2 – term 1/1/14 to 12/31/14;

Article IV and Section 4.1 now called – Insurance and Statutory Requirements.

4.1 (3) – removed “and Unemployment Insurance” as it is covered in number 5.

Exhibit A 1) after day to day staffing added – “and Agency administration.

Motioned by Paul Lattimore to approve the CEDA contract, 2nd by Gina Speno. The motion passed with the following roll call vote:

Herb Marshall	Yes
Paul Lattimore	Yes
Joseph Runkle	Yes
John Latanyshyn	Absent
Gina Speno	Yes
Raymond Lockwood	Absent
Carol Contiguglia	Yes

b. Finger Lakes Railway Contract- Rick Galbato presented a contract for an easement from the Finger Lakes Railway for the Town of Aurelius and the Village of Cayuga for the sewer project. The contract had been signed by the Town Supervisor, Ed Ide and the Village Mayor, Helen Day. Pages 2 and 4 were inserted as per David Thurston’s email requesting such.

Motioned by Joe Runkle to execute the agreement as recently amended and authorizing CCIDA Chair to sign, second by Paul Lattimore. The resolution passed with the following roll call vote:

Herb Marshall	Yes
Paul Lattimore	Yes
Joseph Runkle	Yes
John Latanyshyn	Absent
Gina Speno	Yes
Raymond Lockwood	Absent
Carol Contiguglia	Yes

c. Bank Accounts – Tracy Verrier gave the Board a document that presented a short term option for deposit, a medium term option and a long term option. There was a brief discussion of the options. Motioned by Joe Runkle

to choose the short term option, second by Paul Lattimore. All present voted in favor, motion carried.

CEDA ACTIVITY UPDATE:

There was a brief discussion on a possible price on a potential land sale opportunity.

EXECUTIVE SESSION:

Motioned by Joe Runkle to enter executive session to discuss a possible land sale, second by Carol Contiguglia. All present voted in favor, motion carried.

ADJOURNMENT OF CCIDA MEETING

Joe Runkle moved to end executive session and adjourn the meeting at 5.05 p.m., 2nd by Carol Contigulia . All members present voted in favor of the motion, passed.

The next regularly scheduled CCIDA meeting will be the held on April 15, 2014 at 2 State Street at 4:00 p.m.

Respectfully submitted,
Audrey Iwanicki, Secretary