

**Cayuga County Industrial Development Agency Meeting  
County Office Building, 5<sup>th</sup> Floor Conference Room, Auburn, NY  
April 26, 2012 3:30 p.m.**

Chairman Vijay Mital called the CCIDA meeting to order at 3:31 pm.

Present: Vijay Mital, Paul Lattimore, Carol Contiguglia, Ray Lockwood, Herb Marshall, Gina Speno, Vijay Mital, John Latanyshyn (3:58)

Excused: Carol Contiguglia

Others Present: Steve Lynch, Suzanne Gauthier, Justin Miller, Harris Beach, Rick Galbato, Karpinski, Stapleton, Galbato and Tehan, P.C., Terry Masterson, CEDA, Justin Murphy, The Citizen

Minutes: Motion by Ray Lockwood to approve the minutes for the February 14, 2012, March 14, 2012<sup>h</sup> and March 27, 2012, 2<sup>nd</sup> by Herb Marshall, All in favor.

Treasurer's Report: Treasurer's report for March was circulated to the board.

New Business:

**RESOLUTION AUTHORIZING THE EXECUTION OF MEMORANDUM OF UNDERSTANDING BETWEEN CCIDA AND THE TOWN OF AURELIUS ESTABLISHING BULK WATER AND SEWER RATE FOR HIGH-VOLUME USERS WITHIN THE CCIDA AURELIUS INDUSTRIAL PARK**

Steve Lynch discussed with the board that the negotiations with the Town of Aurelius have resulted in an agreed upon sewer and water rates to be charged to bulk users within the industrial park. The board members briefly discussed the resolution and requested to change the name of the industrial park to Cayuga County Industrial Park, in order to be uniform in all future documents.

Motioned by Herb Marshall, 2<sup>nd</sup> by Ray Lockwood to change the official name of the industrial park to read Cayuga County Industrial Park. All members present voted in favor of the motion.

Board members discussed some wording changes to the Memorandum of Understanding.

Motioned by Herb Marshall, 2<sup>nd</sup> by Ray Lockwood to approve resolution with changes to the name of the park to Cayuga County Industrial Park and wording changes if needed to the MOU. All members present voted in favor of the resolution.

**REVIEW AND CIRCULATION OF ANNUAL BOARD OF DIRECTORS BOARD EVALUATION FORM GUIDANCE DOCUMENT**

Steve distributed the Annual Board of Directors Evaluation forms and the ABO Guidance Document with it. The forms need to be filled out by the board members and forwarded to the Governance Committee Chair for tabulation and then submitted to the Authorities Budget Office.

**CAYUGA ECONOMIC DEVELOPMENT AGENCY (CEDA) UPDATE:**

**TERRY MASTERSON, EXECUTIVE DIRECTOR**

- Terry distributed copies of CEDA's Annual Report and highlighted the program's major areas. A new micro business loan pool is being established from a grant from the Emerson Foundation. Terry discussed the needs of the County to begin discussions on the possibility of developing another location for a new industrial site in the County; perhaps a more central location with rail access.
- Clear Edge Filtration closing announcement – Terry stated that an economic development assistance package was formalized with Empire State Development last spring to assist Clear Edge. Attempts to contact the company's Oklahoma headquarters have been unsuccessful. CEDA will continue to work along with CenterState CEO to repackage the two facilities for another manufacturer. The Moravia plant is to stay open until the end of the first quarter of 2013 with the Skaneateles Falls site to be closed at a later date.
- JBJ Real Property Downtown Project – CEDA continues to assist in moving this project forward. The project is being reviewed at this time by the Auburn Industrial Development Agency for a proposed PILOT.
- The CEDA Board has invited the CCIDA board to attend a joint meeting in the month of June.

**UNFINISHED BUSINESS**

#### STATUS OF CCIDA AND CCDC AUTHORITY BUDGET OFFICE COMPLIANCE

Steve Lynch reported that all CCIDA and CCDC reports have been certified and been filed with the Authorities Budget. The board discussed the replacement of the Treasurer/Secretary due to her recent retirement from the County. The board requests guidance from the County for the procedures on a new appointment.

#### REQUEST FOR EXECUTIVE SESSION

Ray Lockwood made the motion to enter into an executive session to discuss matters related to the confidential negotiation for the sale or lease of real property at 4:33 p.m. It was seconded by John Latanyshyn. All members present voted in favor of the motion.

Herb Marshall made the motion to come out of executive session at 5:37 p.m. It was seconded by Ray Lockwood. All members present voted in favor of the motion.

Motioned by Herb Marshall, 2<sup>nd</sup> by John Latanyshyn to prepare a Request for Fee Quotes for three quotes for the Engineering work required for the bids and specifications needed to bring the roadway to construction; and authorized the Executive Director to proceed with a qualified vendor if the quote is at or under \$20,000. All members present voted in favor of the motion.

#### ADJOURNMENT

Herb Marshall motioned to adjourn the meeting at 6:01 p.m., 2<sup>nd</sup> by Ray Lockwood. All were in favor.

The next meeting is to be held on May 15, 2012 at the County Office Building, 5<sup>th</sup> Floor Conference Room at 4:00 p.m.

Respectfully submitted,  
Suzanne Gauthier, Assistant Secretary

**Motion to approve minutes, 1<sup>st</sup> Ray Lockwood, 2<sup>nd</sup> John Latanyshyn. All in favor, passed. – May 15, 2012**