

Cayuga County Industrial Development Agency

Meeting of January 15th, 2008

4:00 pm

Present: Vijay Mital, Dave Miller, Carol Contiguglia, Elaine Buffington, Ray Lockwood,
Herb Marshall, Steve Lynch and Frank Howe

Absent: John Latanyshyn

Also Present: Shane Liebler, the Citizen

The meeting was called to order at approximately 4:02. Vijay said that as his first meeting as Chairman, he would like to welcome Dave Miller and the other members that were reappointed by the Legislature.

The first order of business – Elaine made a motion to accept the minutes of the December 18th meeting. It was seconded by Vijay. All were in favor.

Ray made the motion to accept the Treasurer's Report. It was seconded by Elaine. All were in favor.

Report of the Audit Committee - per Elaine. She spoke with Leslie from Ciaschi, Dietershagen, Little and Michelson regarding the cost of the 2007 Audit. It will be an additional \$900.00 to include the LDC (a total of \$5,500.00). She suggested we accept this proposal. Carol made the motion to go with CDLM. It was seconded by Dave. All were in favor.

New Business –

Per Steve, the Public Hearing on the Sterling Renaissance Project is January 22nd at 2:00 at the Town of Sterling.

There is also an informational meeting scheduled for January 17th at 7:00, set up at the request of the Town Supervisor. Steve also put together a letter to the editor explaining the project that appeared in the Wayuga paper. Board members are invited to attend both of these meeting.

It may be necessary to call a special Board meeting before the end of the month to pass the Inducement Resolution; SEQRA; and authorizing participation in the closing.

At approximately 4:20 Ray made the motion to go into Executive Session for the purpose of discussing the acquisition, sale or lease of real property. It was seconded by David. All were in favor.

At approximately 5:40, Dave made the motion to come out of Executive Session. It was seconded by Elaine. All were in favor.

Other new business –

Vijay discussed the IDA's need for an updated website. They have a proposal from Coburn Design for a logo, letterhead (\$2600.0) and website design (creation only) (\$3,500.00). Herb made the motion to give Steve approval to sign the agreement. It was seconded by Ray. All were in favor.

After some discussion it was decided to keep the February meeting on the 3rd Tuesday (the 19th). The March meeting will be March 25th.

Carol made the motion to adjourn at approximately 5:50. It was seconded by Dave. All were in favor.

Kim Sincerbeaux, Treasurer

CCIDA MEETING OF APRIL 16, 2008
4:00 County Office Building Caucus Room II

PRESENT: Vijay Mital, Ray Lockwood, Herb Marshall, John Latanshyn, Carol Contiguglia,
Dave Miller, Steve Lynch, Justin Miller, Raymond Sant, Roger Mills

ALSO PRESENT: Dave Axton, Co. Legislator, Representing Auburn Bio-Diesel were Dave Colegrove, Pam Kirkwood, Cindy Day, John Verbeck and George Farenthold

The meeting was called to order at approximately 4:00 with the roll call.

Steve read a letter of resignation from Elaine Buffington. She resigned as of 4/15/08. Carol made the motion to accept the resignation, with regret. It was seconded by Ray. All were in favor.

Ray made the motion to accept minutes of the January 15th and the March 25th meetings It was seconded by John. All were in favor.

Dave made the motion to approve the Treasurer's Report. It was seconded by Herb. All were in favor.

The CD with Five Star Bank was up for renewal. Ray made the motion to renew for 6 months. Dave seconded it. John abstained. All others were in favor.

A draft copy of the Financial Audit was passed out. It will be discussed at next month's meeting.

New Business –

Dave Colegrove did a presentation of the proposed Auburn Bio-Diesel project.

Per Justin, they are looking for Sales & Use Tax Exemption, Mortgage Tax Exemption, Tax Exempt Bonds and a PILOT agreement. A Resolution to accept the application and authorize the Public Hearing has been prepared. This is not the Inducement Resolution.

Herb Marshall made the motion to accept this Resolution. It was seconded by Ray Lockwood. All were in favor.

The next order of business – Comprehensive Site Survey Work – Aurelius Industrial Park. Per Steve, we hired VIP Structure to do an RFP. Five proposals were received. CT Male & Associates is the recommended proposal. \$8750.00 for the comprehensive site survey. \$5750.00 to do wetland delineation. It was the consensus of the Board that we did not need this, at this time. It would be a good idea to have VIP determine the road and sewer infrastructure.

Per Justin, could possibly get a grant (i.e. CDGB – small cities). EDA money from the State is another possibility.

Since we passed the Resolution for Saratoga Cheese and need to subdivide 15 acres and apply for *regionally significant project status.*, Steve asked the Board to consider subdividing the site and preparing a development plan. He thinks we should pursue infrastructure monies now.

There was a motion by Dave Miller authorizing staff to negotiate the subdivision costs for Satatoga Cheese and identifying infrastructure. The cost not to exceed \$2,500.00. It was seconded by John. All were in favor.

The next order of business – presentation of designs by Coburn Designs. Several different logo designs were presented and discussed.

Per Herb, several months ago, we had a presentation by Vacuum Logistics, Inc. We did a background check on the company. He feels it would be beneficial to have a background on each project (who we are dealing with and their past projects). Justin agrees, but the two projects on the table are start-up companies.

Per Steve, he has been contacted by UPSCO (make gas line fixtures) asking IDA's participation in their project for a new facility in Moravia. They have their financing in place. Are looking for Sales and Use Tax Exemptions, Mortgage Tax Exemption and a PILOT Agreement. They will make a presentation to the Board next month.

Vijay asked if we should have a different fee structure for just straight lease transactions. Justin will prepare something for the next meeting.

Per Steve, April 25th is the last day to accept bids for the sale of the Genoa property. A special meeting may be called.

Per Vijay, AIDA has requested a joint meeting. The meeting will be held May 20th at 4:00.

At approximately 6:20 the motion to adjourn was made by Ray. It was seconded by John. All were in favor.

Kim Sincerbeaux, Secretary

SPECIAL CCIDA MEETING OF MAY 6TH, 2008
4:00 CAUCUS ROOM II

PRESENT: Dave Miller, Vijay Mital, Carol Contiguglia, John Latanyshyn, Herb Marshall,
Ray Lockwood, Justin Miller, Roger Mills, Rick Galbato, Ray Sant

ALSO PRESENT: Andrew Boos, Rob Germaine – UPSCO

The meeting was called to order at approximately 4:05.

The first order of business – Update from Audit Committee

Per Steve, they Committee has not met yet. The meeting is scheduled for Friday, May 9th. We can approve the audit at the May 20th meeting.

Unfinished Business – none

Presentation by Andrew Boos – UPSCO Project. They fabricate natural gas meter piping.

Per Justin, the Resolution accepts the application, authorizes the Public Hearing and details assistance. Looking for Sales and Use Tax Exemptions, Mortgage Tax Exemption and Pilot Agreement.

John made the motion to accept the resolution. It was seconded by Ray. All were in favor.

John made the motion to request an Executive Session to discuss the sale of land. It was seconded by Dave. All were in favor.

Ray made the motion to come out of Executive Session. It was seconded by Dave. All were in favor.

Per Steve, there was one bid received for the purchase of the property in Genoa. The ad was placed in three newspapers within the County. Only one bid was received. The bid for \$60,000 was received from Daniel and Constance McGarr. John made the motion to accept this bid. It was seconded by Dave. All were in favor. Per Vijay, Ray Sant was asked to prepare the deed. Steve will contact the McGarr's in the morning asking them to have their attorney contact Ray.

It was the consensus of the Board that the buyer would assume all expenses for the closing.

The Next Order of Business: Per Steve, at the last meeting the Board authorized up to \$2,500 for the subdivision of the Aurelius site. He also met with Empire State Development who is looking for projects that support jobs and are a priority for the County. He had a discussion with Roger Mills and Wayne Allen, who would like to present a project for Infrastructure development for the Industrial Park to the State. A discussion as to the cost of developing the infrastructure took place. Per Steve, to get an estimate from VIP would cost probably in excess of \$30,000 and would take 8-9 weeks to complete. Vijay thinks we need additional quotes. Per Justin, anything over \$15,000 you would need 3 quotes. Vijay would also like to see breakdown for the \$30,000 that VIP would charge.

Per Vijay, we can discuss this at the next meeting. Per Steve, that's not enough time to get additional quotes. The discussion was tabled.

Additional Business – FingerLakes Mall Pilot Payment. Per Justin, despite repeated billing and letters from Kim, the mall still had not paid the 2007 Pilot Payment. Justin sent a letter of demand for payment. Kim got a call from the Mall today. A check is promised by the end of the week. Per Justin, interest and penalties can be charged. The consensus of the Board was to charge interest and penalty. Justin will do calculations and send to Kim.

The next meeting is scheduled for May 20th, 2008 at 4:00.

At approximately 4:55 Herb made the motion to adjourn. It was seconded by Ray. All were in favor.

Kim Sincerbeaux, Secretary

CAYUGA COUNTY INDUSTRIAL DEVELOPMENT AGENCY

MOTION by John Latanyshyn to accept the bid of \$60,000.00 from Daniel and Constance McGarr for the CCIDA owned property in the Town of Genoa, with the buyer assuming all closing costs. Attorney Raymond Sant was asked to prepare the deed for closing. It was seconded by David Miller, with the following roll call vote:

Vijay Mital	Yes
Carol Contiguglia	Yes
John Latanyshyn	Yes
David Miller	Yes
Herbert Marshall	Yes
Raymond Lockwood	Yes

Certified this 6th day of May, 2008.

Kim Sincerbeaux, Secretary/Treasurer

CCIDA MEETING OF MAY 20TH, 2008
4:00 PM CAUCUS ROOM II
COMBINED MEETING OF THE CCIDA AND AIDA

PRESENT - CCIDA: Vijay Mital, Dave Miller, John Latanyshyn, Carol Contiguglia Steve Lynch, Herb Marshall, Ray Lockwood, Raymond Sant, Justin Miller /Rich Rising (Harris Beach)

PRESENT- AIDA: Mayor Mike Quill, Nick Valenti, Laurie Didio, Wm. Graney, Jim Dacey, Chairman Chuck Mace, Jennifer Haines, Anthony DeCaro, Mark Palesh, City Manager.

The meeting was called to order at approximately 4:00. The roll call was taken.

A lengthy discussion of the Economic Developer position took place.

At 4:50 Vijay thanked the AIDA members for joining us today. They adjourned to Caucus Room I to hold their regular meeting.

The CCIDA meeting continued with the Update from the Audit Committee. (Ray and Herb). Herb Marshall reported that the Committee met on May 9th with a member of the Auditing firm. The Committee approved the audit. They do have a problem with one of the findings – they felt it should be a recommendation, not a finding.

Ray said that the loss of a CPA (Elaine) on the Board is significant. He recommends that the Legislature hold off and filling this appointment until they can find someone with an accounting background to fill this position. The Board approved the audit.

New Business –

- Per Vijay, a request to HUD was made for Saratoga Cheese. He was asking for a motion approving the IDA to act as a pass-thru for this federal assistance. No administration funds can be withheld from this grant. It was agreed that the motion should include “should any costs be associated with the grant, it will incurred by the recipient of the grant”.

John made the motion to approve. It was seconded by Dave, with the following Roll Call Vote:

Carol	yes
Ray	yes
John	yes
Dave	yes
Herb	yes
Vijay	yes

All were in favor.

- Vijay gave an update on the Saratoga Cheese Project. Empire State Development is supportive of the project. They are recommending a loan instead of a grant. HUD was contacted, the materials were submitted, which they are reviewing. There is a meeting on 5/29 (location to be determined) with dairy industry representatives. Herb thinks that the milk producers should be represented – they need more than one. He suggested that they contact Saratoga Cheese to see who will represent the milk producers at this meeting. Herb and Ray would like to attend this meeting.

- Site and Infrastructure Design. Steve had reported that the design and site work would be roughly \$30,000. The Board requested a breakdown, which he got the next day. The procurement policy states that professional services over \$1,000 – you need three quotes. He prepared this request for quotes. Dave Miller suggested that this be put on the County’s purchasing site. Herb made a motion to authorize Steve to put this on the website and send for quotes. It was seconded by Ray. All were in favor.

- Per Herb, he had a discussion with George Wethey. He thinks that additional monies need to be reflected in the cost of the lots – we need a fee structure. Dave said that historically we advertised them as raw lots, but agrees that if we are going to add
- utilities, we need to look at a fee structure. Steve is concerned on whether the Board would want him to go back to those he is negotiating with to recoup this money. The Board’s response was no – it would be on future projects. Justin commented that it is a two-way street. Bringing in Saratoga Cheese and doing the infrastructure makes the remaining parcels more marketable.

- UPSCO Public Hearing is on June 24th at 2:00 at the Village of Moravia Office. All members are welcome. The Environmental Assessment form should be completed by then.

- BASS –PRO PROJECT. There was a Sales Tax Letter issued to the owners of the FingerLakes Mall. There is a dispute between the State and Bass-Pro. The Sales Tax Letter had a sub-agent clause. FingerLakes Mall was appointed as the sub-agent, but they failed to file the proper paperwork with the State. They were informed they have to pay additional sales tax monies. The State changed the law. Any agents are subject to sales tax (not sure if it obtains to internet sales). There is a hearing scheduled for July 2nd. Attorney Bob Bergan represented the Mall. He now represents Bass-Pro. Dave Miller, Vijay and a representative from Harris Beach will attend this hearing in Binghamton.

- CHAMBER OF COMMERCE LUNCHEON is Wednesday the 28th. Please call Kim if you wish to attend.

- MINUTES of the April meeting and the special meeting held on May 6th were approved. Motion to accept by Dave. It was seconded by Ray. All were in favor.

- The next meeting will be June 24th at 4:00.

Herb made the motion to adjourn the meeting. It was seconded by Ray. All were in favor
The meeting was adjourned at 5:35.

Kim Sincerbeaux, Secretary

CCIDA

6th Floor, County Office Building, Caucus Room I
Meeting of June 24th, 2008

Present: John Latanyshyn, Dave Miller, Vijay Mital, Paul Lattimore, Ray Lockwood, Carol Contiguglia, Steve Lynch, Raymond Sant, Herb Marshall(4:35)

Also Present, Roger Mills, Dan Schuster, Justin Miller , Rich Rising, Wayne Allen, Peter Tortorici, Guy Cosentino and Citizen and Post Standard reporters

The meeting was called to order at 4:30

- Per Vijay, he would like to request that item 3D on the agenda be moved to the end.
- Website – per Steve, the requirements have been met by using the County Website – the IDA is listed under the Planning Department. He asked that everyone take a look at it and if they have any questions to give him a call
- Approval of the minutes of the May 20th meeting. Ray made the motion. It was seconded by John. All were in favor.
- Treasurer's report was handed out for you review.
- Unfinished Business– none
- New Business - Justin Miller gave an update on the UPSCO Public Hearing this afternoon. They are looking for Sales Tax Exemption, Pilot Agreement, Mortgage Tax Exemption. May be closing on financing next week. He presented the Final Resolution approving the UPSCO Project. There was a motion to approve this resolution by John. It was seconded by Carol. All were in favor.
- Presentation by Steve – Review of Proposals for Professional Engineering Services related to Site Design/Construction documents for Aurelius Business Parks

NYS ESD announced new infrastructure development fund for upstate NY

7 requests for quotes were sent out – 5 were received.

VIP (who Steve had spoken to before) was the lowest

Scope of Services:

- Site Analysis
- Program Development
- Permitting

Options – can select VIP now to complete section I and II. Section III can be awarded after the funding comes in or could apply for funding now and then select engineers.

Steve asked for direction from the Board on how to proceed.

Per Vijay, we have discussed this at the last two meeting. He suggests we do Section I and II and wait to do section III. He stressed that we definitely must do the infrastructure – we must spend the \$16,000 to get the money from the State. Herb was concerned that a deadline for completion be included with the awarding of the bid. Vijay said that a timeframe for completion will be set with the bid – Steve will try to get it done in 60 days.

Motion to award the bid to VIP Structures by John. It was seconded by Dave. All were in favor.

Request from Kim to purchase a laptop for the IDA business. It is now being done on a PC in the Treasurer's Office. It was amended to include a docking station and additional software. Quote for \$680.00. There was a motion by Ray to authorize this purchase. It was seconded by Dave. All were in favor.

- Training – Kim has started the software training on Tuesday afternoons. That is why the meetings will be pushed back a half-hour as the training ends at 4:00.

Presentation by Steve Lynch – Establishing a coordinated structure for countywide economic development with a first stop economic development center and the Cayuga County Local Development Corp. Phase I – expand and integrate CCDC Board of Director. Phase II – create contractual agreement with funding sources for delivery of economic development services. Phase III – develop team and deploy resources.

Per Steve, looking for consensus as to whether to move forward with this concept. John asked if this has been presented to the City yet. Per Roger Mills - this Friday. He feels we shouldn't ask the City for funding, but he must discuss this with the Legislature.

Herb is concerned that when you separate the two Boards you lose the Attorney and other support staff.

Per John, we have been discussing this for two years –we must make a decision to go ahead with it. He is impressed by Steve's proposal.

Per Dave, John is right – we must put in place some basic structure – that can then be tweaked.

Ray wants Vijay to go with Roger on Friday to meet with the City. Roger would like to get their reaction first.

Per Vijay, it is the consensus of the Board that they are in agreement with the presentation and the concept and wish to move forward with it.

At 5:35 Vijay asked for the Board to go into Executive Session regarding the sale of property. John made the motion. It was seconded by Carol. All were in favor.

At approx. 6:00 Dave made the motion to come out of Executive Session. It was seconded by John. All were in favor.

There was a motion by Ray to adjourn the meeting. It was seconded by Carol. The meeting adjourned at approximately 6:02. The next meeting is scheduled for July 15th.

Kim Sincerbeaux, Secretary

CCIDA Meeting
July 15th, 2008
4:30 pm Caucus Room I – 6th Floor of the County Office Bldg.

Present: John Latanyshyn, Dave Miller, Herb Marshall, Paul Lattimore, Vijay Mital, Ray Lockwood, Carol Contiguglia, Steve Lynch, Raymond Sant, Justin Miller & Rich Rising

Also Present: Guy Cosentino, Roger Mills and Chris Palermo

The meeting was called to order at approximately 4:30. The Roll Call was taken. All were present.

There was a motion by Ray Lockwood to approve the minutes of the May meeting. It was seconded by Dave Miller. All were in favor.

New Business – Per Vijay, he attended a meeting with Bob Bergan (representing Bass-Pro) in Binghamton to meet with representatives of the Dept. of Taxation and Finance regarding a sales tax issue.

Other Business

– Per Vijay, Paul must attend the Public Authority Training. There is an upcoming session – but we will see if Harris Beach will be doing a training session in the area for other agencies and/or authorities.

- Marketing – Steve will look into marketing strategies
- Vijay would like a special meeting to discuss the economic development position and marketing strategies before the regular August meeting.
- Steve received the contract from VIP and the timeline. He will be meeting with them on Wednesday morning
- Steve met with representative of Empire State Development. They looked at the IDA site and BOCES site. There is a very good chance of us securing economic funds for infrastructure.
- Saratoga Cheese – Herb asked how the meeting with the milk producers went. Ray is convinced that there will be an adequate supply of milk

At 4:40, John made the motion to go into executive session to discuss sale of property. It was seconded by Carol.

At 5:55 John made a motion to come out of executive session. It was seconded by Ray.

The next meeting is scheduled for July 29th at 4:00.

At approximately 6:00, John made the motion to adjourn. It was seconded by Ray.

Kim Sincerbeaux, Secretary

**Cayuga County Industrial Development Agency
Minutes of the August 18th, 2008 Meeting
4:00 Caucus Room I, County Office Bldg.**

Present: Vijay Mital, Herb Marshall, Dave Miller, Ray Lockwood, Paul Lattimore, Steve Lynch, Frank Howe, Justin Miller, Rich Rising, Roger Mills

Also Present: Leg. Dan Schuster, Bob Bergan, Atty. Dave & Rosina Smith (Lakes Distilling)

Absent: Carol, John and Ray Sant

The meeting was called to order at 4:10 pm. Approval of the minutes of the July 15th meeting. Motion by Dave Miller to approve. Seconded by Ray Lockwood. All were in favor.

First order of business – Justin gave an update on Lakes Distilling and explained the Inducement Resolution before the Board today. Looking for Pilot Agreement, Sales Tax and Mortgage Tax exemptions. The equipment is ordered and they are looking to close in the near future.

The Board passed a preliminary resolution and a public hearing was held in the Town of Venice. SEQRA – negative declaration.

Per Atty. Bob Bergan, the actual parcel is smaller than what is stated in the Inducement Resolution (1.7 acre parcel). Bob will give updated information to Justin.

Motion by Dave Miller that this resolution is subject to the adjustment of the parcel description, as offered by Mr. Bergan, with finalization of language with leaseback. It was seconded by Ray. All were in favor

Roll Call Vote for Inducement Resolution:

Vijay Mital	Yes	
Carol Contiguglia		Absent
John Latanyshyn		Absent
Raymond Lockwood	Yes	
Herbert Marshall	Yes	
Paul Lattimore	Yes	
David Miller	Yes	

Next order of business – per Vijay, the Resolution for Bass-Pro will be included in the September agenda. There was a general discussion of Bass-Pro issues.

Unfinished business – further discussion of the economic development position. Motion by Dave Miller stating that the CCIDA is willing to modify its role in CCDC to facilitate the formation of the economic development corporation. It was seconded by Herb. All were in favor.

The next meeting is scheduled for Tuesday, September 16th at 4:00. At approximately 5:10 Herb made the motion to adjourn. It was seconded by Dave.

Kim Sincerbeaux, Secretary

**CCIDA MEETING
SEPT. 16TH, 2008
4:00 CAUCUS ROOM I**

Present: Dave Miller, Paul Lattimore, Vijay Mital, Herb Marshall, Steve Lynch, Raymond Sant, Justin Miller and Rich Rising

Also Present: Roger Mills, Bob Bergan, George Farenthold (Auburn Bio Diesel)

Absent: Carol Contiguglia, John Latanyshyn, and Ray Lockwood

The meeting was called to order at approximately 4:05.

Dave made a motion (with an adjustment to add Paul Lattimore as present) of the August 18th minutes. It was seconded by Herb. All were in favor.

The Treasurer's Report was handed out for review.

Old Business –

George Farenthold – Auburn Bio Diesel gave a progress report on the project. He asked for the Board's continued support on this project. Vijay thanked George for coming .

Bob Bergan, representing FingerLakes Mall (Bass-Pro Project). He brought the Board up to date on the issue between Bass-Pro and NYS Dept. of Taxation and Finance. Basically, the State is saying they have an issue with Bass-Pro using the sales tax exemption granted by the IDA. Justin Miller is hopeful that by passing the Resolution before the Board today, this will satisfy the State. The resolution passed by roll call vote.

At approximately 4:50, Dave Miller made a motion to go into executive session to discuss the possible sale of property owned by CCIDA. It was seconded by Paul.

At approximately 5:15 Herb made the motion to come out of executive session. It was seconded by Dave.

Site Development Plans – V.I.P. has prepared tow site development plans for the Board to look at. Steve would like them to look at the entrance road to see what improvements could be made. Herb was concerned about the amount of property being set aside for storm water management – he thinks that there is a cheaper way to do it.

Steve asked from feedback from the Board. Do they want to see more concepts? The consensus of the Board is #1 – with storm water management to be addressed.

Ray joined the meeting at approx. 5:45

There was a general discussion on the structure of the new Economic Development and the use of the existing Cayuga Development Corp.

Herb made the motion to adjourn. It was seconded by Dave. The meeting was adjourned at 6:15. The Board will meet 1 hour prior to the meeting with the County Legislature on September 30th.

Kim Sincerbeaux, Secretary

Special Meeting of the CCIDA
September 30th 5:00
Caucus Room I , County Office Bldg.

Present: Paul Lattimore, Herb Marshall, Carol Contiguglia, Ray Lockwood, Vijay Mital, Steve Lynch

Absent: John Latanyshyn, Dave Miller

The meeting was called to order at approx. 5:10. Per Vijay, this meeting is for discussion only. No action on this matter will be taken by the Board at this meeting.

There was a discussion of the possible restructuring of the Cayuga Development Corp. to be followed at 6:00 by a meeting with the Cayuga County Legislature.

It was also suggested that we should put together a list of businesses that the IDA has assisted. A newsletter format was discussed. It was the consensus of the Board to have Steve get proposals to put together a newsletter/report on what the IDA has accomplished. Carol made the motion and Vijay seconded it.

Carol made the motion to adjourn. It was seconded by Paul. The meeting was adjourned at 5:55
The next meeting will be October 14th at 4:00/

Kim Sincerbeaux, Secretary

Cayuga County Industrial Development Agency
October 14th, 2008
4:00 Caucus Room I of the County Office Building

Present: Dave Miller, Paul Lattimore, Steve Lynch, Vijay Mital, Carol Contiguglia,
Ray Lockwood, Herb Marshall

Absent: John Latanyshyn

The meeting was called to order at approximately 4:10.

Approval of the minutes of the Sept. 16th and the special meeting of Sept. 30th. Paul made the motion to approve the minutes. It was seconded by Dave. The minutes were approved with the change to the Sept. 30th minutes to show Dave Miller as present.

New Business –

Steve gave an update on the CCIDA website. We are in compliance with PAAA by using a link off the Planning website. Colburn Design has put together a sample of a simple website. A sample was passed out to members for review.

Last meeting we discussed doing a newsletter/report to show what businesses IDA has helped and asked Steve to get proposals. He will contact Meg Vaneck from the Tourism Office to see who prepares theirs.

Site Development – Wastewater management was a concern. Soil and Water could help cut costs. The question of whether the IDA should do a master storm water retention pond or should each site be responsible for their own? Steve has set up a meeting with VIP to discuss this. Ed Ide from the Town of Aurelius will also be attending this meeting. The industrial park entrance will also be discussed with VIP.

Saratoga Cheese – they have hired a firm to do the site development. They will also be attending the meeting with V.I.P. They will discuss what Saratoga Cheese's needs really are – and we will sell them only what they need.

Paul asked how the existing businesses in the ind. Park handle storm water retention. Per Dave Miller, Johnston Paper does it on site and Owasco Beverage goes under the road. Per Steve, there is a retention pond at the front of the property. He will ask V.I.P. about this – do we really need this? Per Dave, it was done according to the State's specifications.

2009 Proposed Budget was discussed– a draft was handed out. We will mail members the budget when completed. Per Steve, a budget must be submitted to Albany by the end of October. Consensus of the Board is to have Steve and Kim complete the budget and submit if by the deadline. The Board will review it and approve it at the November meeting. If necessary, it could be amended.

Unfinished Business – none

At approximately 4:55 Ray made the motion to go into executive session to discuss the possible sale or lease of IDA owned property. It was seconded by Herb.

At approximately 5:40 Ray made the motion to come out of executive session. It was seconded by Carol.

The next meeting is scheduled for November 18th at 4:00.

Motion by Dave to adjourn. It was seconded by Herb. The meeting was adjourned at approximately 5:42.

Kim Sincebeaux, Secretary

Cayuga County Industrial Development Agency
Meeting of November 18th, 2008
4:00 pm

Present: Dave Miller, Paul Lattimore, Vijay Mital, Steve Lynch, John Latanyshyn, Ray Lockwood, Carol Contiguglia, Herb Marshall, Rich Rising

The meeting was called to order at approximately 4:05.

Motion to approve the October minutes was made by Ray Lockwood. Paul Lattimore seconded it. All were in favor.

Treasurer's Report – review and approval

Ray Lockwood asked if we got the settlement from Chesapeake (gas wells). No, nothing yet. Rich Rising will with Chesapeake and have an answer for next month's meeting.

Discussion of current member terms. Vijay thinks the terms should be staggered. There was a resolution prepared, but he thinks it would be better to wait until next year and change the bi-laws. The current bi-laws don't state the length of the term. The County Legislature generally makes the appointments at the December meeting. Usually, it is for 2 years. It was suggested that we send a letter to the Legislature asking them to appoint the current members for 2 years (2009-2010) and for the Agency to change the bi-laws sometime next year.

The resolution was pulled.

New business:

The New Horizons Marina, Inc. was discussed. They are looking for a pilot agreement and Sales and Use Tax Exemptions. They will be doing their own internal financing. It will be considered a "resort destination". What they are looking for today is approval of a Resolution explaining the project and setting up the public hearing.

Carol is concerned that with the economy the way it is, should we require a "key man" insurance policy (if something happens to the key person of the project – we would be covered. Paul pointed out that in this instance we are not providing financing, so it wouldn't be necessary, but we should consider this in the future.

Per Steve, if the project fails, the pilot would be revoked. It would be up to the State to go after them for sales and use tax exemption.

There was a motion by Dave Miller to approve this Resolution. It was seconded by Carol. All were in favor.

Budget review -

Paul would like to see a balance sheet with the Treasurer's Report.

Paul asked if everyone was comfortable with the "interest income" budgeted. John agreed that this is a good figure.

The Economic Developer position (\$50,000) is still included.

Per Steve, if anything else comes up, we can always amend the budget.

Carol made the motion to adopt the 2009 Budget. It was seconded by John. All were in favor.

Rich Rising – Waste Management operates a hazardous waste landfill in Niagara County (the only one in the state). They need to expand. They have asked Harris Beach to contact the IDA's asking for a letter of support. Paul asked if there are any limitations on taking out of state waste. Per Rich, they accept out-of-state trash.. Members agree to have Rich do a draft letter and email members to review and make comments.

Unfinished Business –

Patterson Farms lease was discussed. The Board decided to use the same language as last year. There was a motion by Ray Lockwood to approve this lease. It was seconded by John. All were in favor.

Lakes Distilling – we required a one million dollar liability policy and a 3 million dollar excess liability policy. Bob Bergan says that there is no problem obtaining the 1 million dollars liability policy, but the 3 million excess liability policy is not easily obtainable until the business is up and running. It was agreed to ask Justin – if he says we need both right now – then that's what we need.

There was a motion by John Latanyshyn to go into executive session for the discussion of the potential sale or lease of real property and the financial history of a particular person or company. It was seconded by Carol. All were in favor.

There was a motion by Dave Miller to come out of executive session. It was seconded by Herb. All were in favor.

The December 22nd meeting date was discussed. Carol is unavailable on that date. December 16th will be the next meeting.

The meeting was adjourned at approximately 5:45.

Kim Sincerbeaux, Secretary