

**Cayuga County Industrial Development Agency Meeting**  
**Cayuga County Chamber of Commerce, First Floor Conference Room**  
**October 18, 2016 at 4:00pm**

Chairman Ray Lockwood called the meeting to order at 4:02 pm, noting that there was a quorum present.

**ROLL CALL**

Present: Ray Lockwood, Joseph Runkle, Paul Lattimore, Herb Marshall, John Latanyshyn, Carol Contiguglia

Excused: Gina Speno

Others Present: Tracy Verrier (CEDA); Rick Galbato (Galbato Law); Bruce Sherman (CEDA); Maureen Riester (CEDA); Joe Sheppard (CEDA)

**MEETING MINUTES:**

Mr. Marshall moved to accept the September 20<sup>th</sup>, 2016 meeting minutes; seconded by Mr. Latanyshyn. All members voted in favor; motion passed.

**BILLS AND COMMUNICATIONS:**

Ms. Verrier presented the bills which included the CEDA Q3 Invoice for administrative services rendered totaling 5,023.66; an invoice from Galbato Law Firm pertaining to closing of the Ontario Realty totaling \$1562.80; an invoice from Bergmann Associates pertaining to Environmental Consulting Services rendered at the Aurelius Industrial Park totaling \$3642.00; and an invoice from Harris Beach pertaining to professional services rendered for the Aurelius Tech Park Expansion totaling \$3,200.00. Ms. Verrier stated that there was a billing error in the Q2 CEDA Invoice that is corrected in this invoice.

Mr. Marshall moved to approve and pay the bills; seconded by Mr. Latanyshyn. Discussion revolved around Mr. Galbato's bill. Ms. Verrier explained that the only thing outstanding with regard to Ontario Realty is that there is a 90-day period for bankruptcy filings and that Mr. Galbato wanted to get beyond that before distributing those funds, likely end of November. Ms. Verrier then explained that we will be able to recoup a lot of the legal costs because Mr. Galbato's fees will come directly from the distributed funds. Ms. Verrier will work with Mr. Galbato on coming up with a calculation of what will be distributed to municipalities and what will be distributed to CCIDA to aid in recouping legal fees.

Mr. Latanyshyn asked Mr. Galbato when the 90 day expired on Ontario Realty. Mr. Galbato stated that CCIDA would likely receive one more bill regarding this judgement.

Following the close of discussion, the motion passed unanimously.

**REPORT OF THE TREASURER:**

Ms. Verrier reviewed the Budget Report. Ms. Verrier noted an error in the summing on the Profit and Loss statement and that there was more money in the account than what was being shown. Ms. Verrier stated that the PILOT payments have started to be received and that there would be an income and disbursement report at the next meeting. Income in September included Administrative Fees from A1 Concrete, and the Quarterly CD Interest Payment. Mr. Runkle moved to accept the report of the Treasurer; seconded by Mr. Latanyshyn. All members voted in favor; motion passed.

**UNFINISHED BUSINESS:**

Project Updates:

Ms. Verrier introduced Mr. Sheppard, the new Technical Specialist, and explained his duties and how he would support the Board and the Authority.

Mr. Sherman provided updates on the various projects that he has been working on. Mr. Sherman stated that he has made visits to three clients: Lebrun Auto, Owasco Marina, and D&W Diesel. Mr. Sherman noted that everything is going well at Lebrun Auto they have opened their new facility and are maintaining 28 full time jobs which they were asked to create 26 full time jobs. They are going into their 6<sup>th</sup> year and are very pleased with their experience with CCIDA and do not at this time see any additional expansion in the near future. The level of incentive was clarified as a standard 10/10 PILOT.

Mr. Sherman stated that he also visited Owasco Marine. They have hired 4 people so far and were projected to hire 5 over 3 years, and have approximately 2 more years to the last person. Mr. Sherman noted that most of the employees were not year round and were laid off around mid-November until mid-March believing that all but 2 would likely go on unemployment during the lay-off period and the others would find part-time seasonal employment.

Mr. Sherman stated that he also visited D&W Diesel which built new spaces to allow for a warehouse expansion. He stated that they are slated to create 12 jobs over 3 years and at this time have added 8. They have also acquired the assets of a competitor in Syracuse and are expanding their operation into the area and are currently employing 3 people there. They currently have about 315 employees, 270 in the Auburn area.

Mr. Sherman provided an update on CIDEDEC, stating that he has been working with them for the last 2 years on different options. Presently, they have narrowed down their expansion plan and have acquired land. It is anticipated that they will have an application into CCIDA sometime in November for Sales and Use Tax Exemptions to assist with their \$1.2 million expansion project. Mr. Verrier noted that CIDEDEC had applied for about \$240,000 in Empire State Development funding to aid in their expansion. Ms. Verrier also noted that all 5 ESD projects have received priority recognition from the state, with CIDEDEC being one of them.

Mr. Sherman stated that he has been unable to get into contact with Xylem after trying to contact the local entity as well as his national contact. Ms. Verrier provided background on the PILOT agreement that they currently have with AIDA.

Ms. Riester provided an update on Project Marinara, stating that we are close to having an option agreement at a cost of \$15,000/ acre for the first 110 acres with the contention being the Wetlands that were created on the land after the construction of Home Depot. She stated that she has been working with the Town of Aurelius for codes and any necessary variances along with discovering water and sewer capabilities. Her and Ms. Verrier met with NYSEG to discuss infrastructure needs and that things are starting to come together.

Ms. Riester also provided an update on the Solarize campaign and that there are only going to be 1 or 2 solar farms this year. This year their focus will be more on residential and less than business, with a focus on Remote Net Metering, or community distributed generation.

Mr. Lockwood requested information about land parcels that the Cayuga County Public Utility Service Agency (CCPUSA) was going to lease. Ms. Riester explained that there is a pipeline that developers have clogged with extremely messy projects making it difficult to get any solar projects through to be assessed. Mr. Lattimore and several members recalled meeting with CCPUSA to discuss solar panels on the CCIDA land near BOCES. Neither Ms. Verrier, nor Ms. Riester could recall this, but stated they would look into it.

Ms. Riester stated that the City is looking at RFP's to put Solar panels at the landfill.

Ms. Riester provided an update on Log City Milling noting that it has been purchased by Berkit Mills out of Penn Yan.

Ms. Riester provided an update on Project Light-year noting that there is a potential purchase of the McQuay facility employing about 150 people. The facility does not truly meet their needs and it would result in a large renovation project. The company would make a decision by the end of the month if they would be relocating here. The broker of the property also noted that there was a second company that has expressed an interest in the facility.

Mr. Lattimore requested an update on the Aurora Shoes project. Mr. Sherman stated that they are slated to be complete with their expansion ideally by the end of the month, noting that it has been a slow process since they had difficulty finding MWBE Contractors, and construction began about 6 weeks ago. When construction is complete and new equipment is purchases they will be employing about 6 more people.

Mr. Marshall asked what Project Marinara will need with regard to water, sewer and utilities. Ms. Riester stated that they would utilize a great deal of water and that the Town of Aurelius, had been in touch with them regarding their water and sewer needs. She also noted that although water would be coming from the City it would be paid for through the Town of Aurelius. Mr. Marshall noted that any question with regard to adequate water would need to go through the City and not through the Town. Ms. Riester stated that she would confirm that.

**NEW BUSINESS:**

Finance Committee Report:

Mr. Latanyshyn provided a report from the finance committee. He stated that the finance committee discussed the proposed 2017 budget, noting that legal fees were declining due to the end of some projects and that there was nothing else that stood out. He also noted that in 2016 Project Fees were less than anticipated due to an absence of projects, stating that in 2017 there are anticipated projects that would make up the shortfall from this year. Mr. Latanyshyn moved that the 2017 Budget be approved as presented; seconded by Mr. Marshall. Discussion revolved around the notion that it was believed that one project would negate the shortfalls in income realized in the 2016 Fiscal Year. Both Mr. Latanyshyn and Ms. Verrier agreed noting that it would be a very substantial project.

The motion was voted upon by a roll call vote:

	Yea	Nay	Absent	Abstain
Paul Lattimore	[ x ]	[ ]	[ ]	[ ]
Carol Contiguglia	[ x ]	[ ]	[ ]	[ ]
John Latanyshyn	[ x ]	[ ]	[ ]	[ ]
Raymond Lockwood	[ x ]	[ ]	[ ]	[ ]
Herb Marshall	[ x ]	[ ]	[ ]	[ ]
Gina Speno	[ ]	[ ]	[ x ]	[ ]
Joseph Runkle	[ x ]	[ ]	[ ]	[ ]

The motion carried.

Annual Meeting Details:

Ms. Verrier informed everyone that the annual meeting was approaching in December and wanted to know if everyone wanted to do the same as previous years and hold the annual meeting during a lunch at Springside. Everyone was agreed and Ms. Verrier stated that we will begin to work on the details.

Upcoming Events

Ms. Verrier provided information on two event that were approaching a Lunch & Learn on October 20<sup>th</sup> at 11:30am and the Chamber of Commerce Annual dinner.

**EXECUTIVE SESSION:**

Motion to go into executive session for discuss of the sale, purchase, or lease of real property at 4:55pm by Mr. Latanyshyn, seconded by Mr. Lattimore. Motion to come out of executive session at 5:25pm by Mr. Marshall, seconded by Mr. Latanyshyn.

Mr. Marshall moved to authorize Ms. Verrier to perform a Phase II Environmental Study of the Aurelius Industrial Park property if needed based upon the findings of the Phase I study, not to exceed \$12,000 and contingent upon approval by the sellers to extend the due diligence period.

The motion was voted upon by a roll call vote:

	Yea	Nay	Absent	Abstain
Paul Lattimore	[ x ]	[ ]	[ ]	[ ]
Carol Contiguglia	[ x ]	[ ]	[ ]	[ ]
John Latanyshyn	[ x ]	[ ]	[ ]	[ ]
Raymond Lockwood	[ x ]	[ ]	[ ]	[ ]
Herb Marshall	[ x ]	[ ]	[ ]	[ ]
Gina Speno	[ ]	[ ]	[ x ]	[ ]
Joseph Runkle	[ x ]	[ ]	[ ]	[ ]

The motion carried.

Motion to adjourn at 5:28pm by Mr. Marshall, seconded by Mr. Latanyshyn. All present voted in favor, motion passed.

Respectfully submitted,  
Joseph Sheppard

Next regularly scheduled meeting: Tuesday, November 15, 2016 at 4:00pm