

# **COUNTY OF OTSEGO INDUSTRIAL DEVELOPMENT AGENCY**

**September 24<sup>th</sup>, 2015**

## **Meeting Minutes**

### **CALL TO ORDER**

Chair Robert Hanft called to order the meeting of COIDA at 8:00 a.m. at the Otsego Now offices located at 189 Main Street, Suite 500, Oneonta, NY. Voting members present were Joseph Bernier, Robert Hanft, Hugh Henderson, James Jordan, Jeffrey Lord, Devin Morgan, Len Marsh, Craig Gelbsman, and James Salisbury.

Also in attendance were staff members Sandy Mathes, Elizabeth Horvath, Dawn Rivers and Joshua Fitch; agency counsel A. Joseph Scott and Kurt Schulte; and guests Mayor Gary Herzig of Oneonta and Patrick Doyle of Monticello Wind.

### **WELCOME TO MAYOR HERZIG**

Chair Hanft introduced Gary Herzig to the rest of the Board as Oneonta's recently elected Mayor. After describing briefly Mr. Herzig's intentions and priorities as Mayor and how they align with our mission, the Chair welcomed him and reiterated how important it is for the IDA and the local political powers to work together.

### **MEETING MINUTES**

Minutes for the July 23, 2015 and August 27, 2015 meeting of COIDA were presented to the Board. Mr. Lord suggested some minor changes to the July 23 minutes, Mr. Bernier moved that both sets of minutes be approved, Mr. Salisbury seconded the motion, and the motion was unanimously approved.

### **TREASURER'S REPORT**

Mr. Lord presented the financial reports to the Board. There was nothing remarkable in the financial reports. Mr. Salisbury moved to accept the Treasurer's Report. Mr. Gelbsman seconded, and the motion was unanimously approved by voice vote.

## **BILLS TO BE PAID, PAYROLL REPORT and LOAN REPORT**

Ms. Horvath presented the Bills to be Paid to the Board. Mr. Bernier moved to pay the bills. Mr. Jordan seconded, and the motion was approved unanimously by voice vote.

Ms. Horvath then presented the Loan Report, Mr. Lord noted that there was little change in our clients' status. Mr. Lord conveyed the recommendation of the Audit committee to write off the notes of TRC and CompDirectUSA due to the current financial situations of these companies, our collateral positions, and other actions underway by the IDA. The net effect of the write-offs will be neutral with regards to the IDA's books, as both companies have had 100% bad-debt reserves against their loans for many months. Mr. Salisbury motioned to approve the loan report, Mr. Bernier seconded, and the motion carried unanimously by voice vote.

## **COMMITTEE REPORTS**

### **Audit and Finance Committee**

Mr. Lord updated the Board concerning the content of the most recent Audit and Finance Committee meeting.

## **CEO's REPORT**

- Mr. Mathes updated the Board on the current CFA process. Mr. Mathes believes that the IDA has a few proposed projects that will receive priority status.
- Mr. Mathes informed the Board that the IDA has received an updated PILOT application from Monticello Wind. He indicated that the application is still incomplete, due in part to the Richfield Host Agreement that is still under negotiation between Richfield and Monticello. As a result, the IDA is taking no action until the application is complete.
- Mr. Mathes informed the board of 6 projects that are the IDA's main priorities, and the agency's mission is to facilitate these projects within any reasonable means.

## **WORKFORCE TRAINING CENTER**

The workforce training center outfitting is almost complete, less a few outlet and wiring issues that are scheduled to be completed within the week. The first classes will begin Monday September 28<sup>th</sup>, 2015 with a healthy pool of applicants. Additionally a press event/open house will be held Tuesday October 6<sup>th</sup> at 10:30am at the Otsego Now offices with several speakers including Senator Seward.

## **MOTIONS AND RESOLUTIONS**

### Name Change: Pony Farms

Mr. Mathes recommended to the board that we change the name of our Pony Farm business park to Oneonta Business Park, Mr. Jordan motioned, Mr. Salisbury seconded, motion approved unanimously by voice vote.

### Strategic Planning Retreat

Ms. Horvath has received proposals from three experienced organizations to provide facilitation services for a strategic planning retreat for the IDA board. Mr. Mathes recommended that the Board vote to approve a budget not to exceed \$15,000 for these services. Mr. Jordan moved to approve this expenditure, Mr. Morgan seconded, and the motion was approved with a unanimous vote. Ms. Horvath and Mr. Mathes will review and evaluate the submissions.

### NYS EDC Technology Conference

Ms. Horvath requested Board approval for up to two staff, and any interested Board members, to attend the NYS EDC Tech Conference in November. Mr. Jordan motioned we approve the travel, Mr. Lord seconded, the motion was approved unanimously.

### Chamber, Small Business Award Dinner

Ms. Horvath informed the board of a dinner to be held on October 15<sup>th</sup> in Cooperstown in honor of successful small businesses in our area. Our client Northern Eagle is selected to be a recipient of this award.

### Northern Eagle

At the request of Northern Eagle and Mr. Scott, a proposal was presented to extend Northern Eagle's sales tax abatement until October 31<sup>s,t</sup> as the PILOT agreement is still being finalized. Mr. Scott believes this extra month will be sufficient for Northern Eagle to review the agreement and close on the PILOT. Mr. Bernier moved to approve the extension, Mr. Henderson seconded, and the motion was approved unanimously.

### Next Steps re: CompDirectUSA

Litigation continues with a deposition to take place in October.

### MV500

The MV500 project continues with the deadline fast approaching for submissions. Staff continues to meet with MV500 members to review and adjust our region's submission. Mr. Mathes believes some of our priority projects will also receive priority status from the Governor's office should our region be selected as a recipient of this award.

## **OLD BUSINESS**

### Oneonta Business Park

Mr. Mathes informed the board that the DOT has provided a letter indicating that no further study of Route 205 with respect to the Oneonta Business Park was needed. Mr. Mathes will continue to pursue site pre-approval with the Town Planning Board.

## **DIRECTOR'S REPORT**

Ms. Rivers updated the Board on the following matters:

- New York Central Mutual
- Status of outfitting the Workforce Training Center
- Schedule of courses for the rest of the year
- Center launch event

## **NEW BUSINESS**

### Governance Committee

The board decided to hold a Governance Committee Meeting on October 1<sup>st</sup> at 8:00 a.m. to address ongoing governance issues.

## **ADJOURNMENT**

The next meeting of the COIDA Board will take place on October 22<sup>nd</sup>, 2015 at 8 a.m. at 189 Main Street, Oneonta, NY. There being no further business, at 9:00 a.m., the meeting was adjourned.