

# COUNTY OF OTSEGO INDUSTRIAL DEVELOPMENT AGENCY

MARCH 27<sup>th</sup>, 2025

## MEETING MINUTES

### CALL TO ORDER

Chair, C. Robinson, called to order the meeting of COIDA at 8:00 am. M. Remillard conducted roll call and determined there was a quorum. Voting members present included:

Cheryl Robinson  
Jeffrey Lord  
Patricia Kennedy\*  
Craig Gelbsman

Andrew Marietta (v)  
Blake Elliott  
Tom Armao  
Tim Johnson

Also, in attendance:

#### **STAFF**

Jody Zakrevsky, **CEO**  
Meaghan Remillard, **Dir. of Finance and Administration**  
Jordan Allen, **Administrative Assistant**  
Kurt Schulte, **Agency Counsel (v)**

#### **GUEST**

Jason Waite, **Mostert, Manzanero & Scott, LLP\*\***

(v) – virtual

\* - arrived after start of meeting

\*\* - left before end of meeting

### CHAIR'S REMARKS

Chair, C. Robinson, welcomed fellow board members and staff to the March meetings, moving immediately onto the agenda.

### PRESENTATION OF THE 2024 AUDIT – COIDA, OCCRC, ORYLDC

Jason Waite, of Mostert, Manzanero & Scott, LLP, reviewed the main findings of the 2024 COIDA financial audit with the board. He reported that it was a clean audit opinion. A single audit will be done

later this year. J. Waite reviewed the ORYLDC and the OCCRC financial audits and reported that both were clean opinions with no significant findings.

C. Robinson made a motion to approve the 2024 financial audits of the COIDA. J. Lord seconded the motion, and it was approved by the remaining members present.

## **MEETING MINUTES**

C. Robinson presented the meeting minutes from the February 27, 2025, COIDA board meeting and March 13<sup>th</sup> Audit & Finance Committee Meeting Minutes, Governance Meeting Minutes, and Project Committee Meeting Minutes. Board members were given a copy of the minutes prior to the meeting for review.

C. Robinson made a motion to approve the meeting minutes. The motion was seconded by T. Armao and was approved by the remaining members present.

## **COMMITTEE REPORTS**

- Audit & Finance – The Audit & Finance Committee meeting was held on March 13<sup>th</sup>, 2025. J. Lord, Chair of the Committee, let the draft minutes stand as the report.
- Governance Committee – The Governance Committee meeting was held on March 13<sup>th</sup>, 2025. The Governance Committee meets quarterly, and the next meeting will take place on April 10<sup>th</sup>, 2025.
- Projects Committee – The Projects Committee meeting was held on March 13<sup>th</sup>, 2025. T. Armao asked for an update on Richfield Springs. J. Zakrevsky gave a brief report on his recent activities.

## **BILLS & COMMUNICATIONS**

M. Remillard noted fees for labor and new workstations from Directive. She also noted that a fee from Railroad Management Company for the water line in the Railyards is being reimbursed by the City of Oneonta. Lastly, we received the Hillside Commons Admin fee from 2024.

C. Robinson made a motion to approve the payment of bills. J. Lord seconded the motion, and it was approved by the remaining members.

## **NEW BUSINESS / UNFINISHED BUSINESS**

### **2024 Audit:**

C. Robinson made a motion to approve the 2024 IDA Audit. T. Armao seconded the motion, and it was approved by the remaining members present.

### **PARIS Reports (Annual Report, Procurement Report, Investment Report, Certified Audit Report):**

J. Zakrevsky reviewed the 2024 PARIS reports for the IDA. He noted that Northern Eagle paid the School District and the Town but did not pay the County their PILOT payment in 2024. A note was entered into the reports that one payment was not received.

C. Robinson made a motion to approve the 2024 PARIS reports for the IDA. P. Kennedy seconded the motion, and it was approved by the remaining members present.

## **PUBLIC COMMENT**

There were no Public Comments for this meeting.

## **ADJOURNMENT**

C. Robinson made a motion to adjourn the meeting of the IDA board at 8:27 am.

## **UPCOMING MEETING SCHEDULE**

- COIDA/OCCRC Audit & Finance Committee Meeting / Projects Committee Meeting/Governance Committee Meeting – **April 10<sup>th</sup>, 2025**
- COIDA/OCCRC Board Meeting – **April 24<sup>th</sup>, 2025**

**\*All meetings are held at the Otsego Now offices at 189 Main Street, Oneonta. NY. 13820, unless otherwise specified.**