

COUNTY OF OTSEGO INDUSTRIAL DEVELOPMENT AGENCY
December 12, 2019

MEETING MINUTES

CALL TO ORDER

Vice Chairman, Jeffery Joyner, called to order the meeting of COIDA at 8:50am at the Otsego Now offices, located at 189 Main Street, 5th Floor, Oneonta, NY. J. Joyner conducted roll call and determined there was a quorum. Voting members present included:

Jeffery Joyner
Craig Gelbsman
Patricia Kennedy

Jeffrey Lord
Tom Armao
David Rowley

Absent Board Member(s): Richmond Hulse, Jr., Andrew Marietta, Cheryl Robinson

Also, in attendance:

STAFF

Jody Zakrevsky, **CEO**
Meaghan Marino, **Dir. of Finance and Administration**

COUNSEL

Kurt Schulte, **Agency Counsel**

GUESTS

Tim Carpenter, **MRB Group**

CHAIRMAN'S REMARKS

Vice Chairman, J. Joyner, welcomed fellow board members and counsel and moved immediately into the agenda.

MEETING MINUTES

J. Joyner presented the meeting minutes from the October 25th COIDA board meeting. Board members were given a copy of the minutes prior to the meeting for review. T. Armao made a motion to approve the meeting minutes. The motion was seconded by D. Rowley, and it was approved by the remaining members present.

J. Joyner presented the meeting minutes from the November 14th COIDA board meeting. Board members were given a copy of the minutes prior to the meeting for review. T. Armao made a motion to approve the meeting minutes. The motion was seconded by D. Rowley, and it was approved by the remaining members present.

TREASURER'S REPORT

The December Audit & Finance Committee meeting was held just prior to today's December board meeting. As such, J. Lord did not provide members with a recap of that meeting.

BILLS & COMMUNICATIONS

The bills and communications were reviewed and approved at the December 12th Audit & Finance Committee.

COMMITTEE REPORTS

- ❖ Audit & Finance – The December Audit & Finance Committee meeting was held just prior to today’s December board meeting. As such, J. Lord did not provide members with a recap of that meeting. Please refer to the December 12th Audit & Finance meeting minutes as a recap of that meeting.
- ❖ Governance Committee – The December Governance Committee meeting was held just prior to today’s December board meeting. As such, J. Lord did not provide members with a recap of that meeting. Please refer to the December 12th Governance meeting minutes as a recap of that meeting.
- ❖ Projects Committee – The December Projects Committee meeting was held just prior to today’s December board meeting. As such, C. Robinson did not provide members with a recap of that meeting. Please refer to the December 12th Projects meeting minutes as a recap of that meeting.

NEW BUSINESS / UNFINISHED BUSINESS

- **Proposal from MRB Group** – The MRB Group provided the board with a proposal to prepare and assist the IDA with professional term services for projects in Otsego County. MRB Group would identify available funding sources (focused on specific IDA projects), assist the IDA in completing applications for funding, and assist the IDA in grant administration once funds have been secured. There is no cost attached to the proposal; fee proposals will be requested for specific projects, as they arise. This proposal is different from the one that the board approved from MRB Group at the November board meeting, which was for assistance with an EDA Grant for the Richfield Springs Business Park. The Board opted to table the proposal until the January Projects Committee meeting.

RESOLUTIONS AND MOTIONS

Authorizing Contract with MidTel for WiFi Project in the Village of Cooperstown

RESOLUTION: AUTHORIZING CEO TO SIGN CONTRACT WITH MIDTEL FOR THE PURCHASE AND INSTALLATION OF WIFI HOT SPOT EQUIPMENT

WHEREAS, the County of Otsego Industrial Development Agency was awarded a \$250,000 grant from the New York State Dormitory Authority to pay for capital costs associated with the development and installation of WIFI equipment in the Village of Cooperstown; and

WHEREAS, the NYS Dormitory Authority has reviewed the final project questionnaire and draft contracts supplied by the IDA and given it approval; and

WHEREAS, MIDTEL has been working with the IDA and the Village to purchase and install the equipment on 28 Village street lighting poles along Main Street between Chestnut Street and Fair Street; now therefore be it

RESOLVED, that the Chief Executive Officer of the County of Otsego Industrial Development Agency is hereby authorized to enter into an agreement with MIDTEL for the purchase and installation of WIFI equipment in the Village of Cooperstown.

Resolution authorizing the CEO of the IDA to enter a contract with MidTel to install and operate a public WiFi system in the Village of Cooperstown. Board members agreed that the CEO can sign this agreement, only after review from agency counsel ensuring that the IDA is completely indemnified.

D. Rowley made a motion to approve the CEO signing the contract with MidTel, upon approval from IDA counsel. T. Armao seconded the motion, and it was approved by the remaining members.

Authorizing Contract with MidTel for WiFi Project in the Village of Cooperstown

RESOLUTION: AUTHORIZING CEO TO SIGN CONTRACT WITH VILLAGE OF COOPERSTOWN FOR INSTALLATION OF WIFI HOT SPOT EQUIPMENT INSTALLATION

WHEREAS, the County of Otsego Industrial Development Agency was awarded a \$250,000 grant from the New York State Dormitory Authority to pay for capital costs associated with the development and installation of WIFI equipment in the Village of Cooperstown; and

WHEREAS, the NYS Dormitory Authority has reviewed the final project questionnaire and draft contracts supplied by the IDA and given it approval; and

WHEREAS, the Village of Cooperstown has approved an agreement with the IDA for the placement of the equipment on 28 Village street lighting poles along Main Street between Chestnut Street and Fair Street; now therefore be it

RESOLVED, that the Chief Executive Officer of the County of Otsego Industrial Development Agency is hereby authorized to enter into an agreement with the Village of Cooperstown for the installation of WIFI equipment in the Village of Cooperstown.

Resolution authorizing the CEO of the IDA to enter a contract with the Village of Cooperstown to install (through MidTel) WiFi equipment along Main Street in the Village of Cooperstown. Board members agreed that the CEO can sign the agreement, only after a review from agency counsel ensuring that the IDA is completely indemnified.

T. Armao made a motion to approve the CEO signing the contract with the Village of Cooperstown, upon approval from IDA counsel. D. Rowley seconded the motion, and it was approved by the remaining members.

Authorizing the IDA to Pay-off Line of Credit from Community Bank

RESOLUTION: AUTHORIZING THE DIRECTOR OF FINANCE AND ADMINISTRATION TO PAY OFF THE LINE OF CREDIT FROM COMMUNITY BANK

WHEREAS, the Oneonta Railyard Local Development Corporation had borrowed funds from the County of Otsego Industrial Development Agency to purchase approximately 89 acres of property at the end of Roundhouse Road in the City of Oneonta; and

WHEREAS, the Oneonta Railyard Local Development Corporation has approved paying the IDA back the funds loaned with interest for the acquisition of said parcel; and

WHEREAS, staff from the New York State Comptroller's Office have made certain recommendations; now therefore be it

RESOLVED, that the Director of Finance and Administration is hereby authorized to make arrangement and pay off the line of credit to Community Bank.

Resolution authorizing the Director of Finance and Administration of the IDA to pay-off the line of credit with Community Bank, that was used for the purchase of approximately 81 acres in the Oneonta Rail Yards. This resolution will supersede the resolution approved by board members at the October 25th, 2019 Board Meeting.

T. Armao made a motion to approve paying off the letter of credit to Community Bank. D. Rowley seconded the motion, and it was approved by remaining members. J. Lord abstained from the vote.

PUBLIC COMMENT

There were no public comments.

EXECUTIVE SESSION

T. Armao made a motion to enter executive session with board members only, under the Public Officers Law, Article 7, Open Meetings Law Section 105, at 9:09am for the following reasons: To discuss employee contracts. The motion was seconded by Dr. Rowley and approved by all board members present. The board entered executive session at 9:09am.

There was no action taken in executive session.

P. Kennedy made a motion to enter back into public session; T. Armao seconded, and all members approved. The board exited executive session at 9:47am.

ADJOURNMENT

There being no further business to discuss, P. Kennedy made a motion to adjourn the meeting. D. Rowley seconded the motion, and the meeting was adjourned at 9:48a.m.

UPCOMING MEETING SCHEDULE

- COIDA/OCCRC Audit & Finance Committee Meeting / Governance Committee Meeting / Projects Committee Meeting – January 9th, 2020 at 8:00am
- COIDA/OCCRC Board Meeting – January 9th, 2020 at 8:00am.

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