



STAFF

JOHN J. PISECK, JR.
Chief Executive Officer

VICTORIA L. ADAMS
Operations Manager

JENNIFER L. YOUNG
Administrative Office
Assistant

ERIN E. SPINA
Marketing & Communications
Specialist

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CORY ALBRECHT
Vice Chairman

JOHN SCARANO
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ANN GAWORECKI
Director

ALANA BASLOE
Director

FRANK MENDEL
Director

COUNSEL

ANTHONY G. HALLAK, Esq.
Felt Evans, LLP

MINUTES

December 19, 2024

Herkimer County Industrial Development Agency Board of Directors Meeting

The Herkimer County Industrial Development Agency held an annual meeting of the Board of Directors, on Thursday, December 19, 2024 at 8:00 AM. The meeting was held electronically via zoom conference as well as a public meeting open for the public to attend in person. Members of the public were invited to join the meeting virtually by going to www.zoom.com or by dialing (929) 205-6099 and entering meeting ID: 875-6466-4800 and passcode: 402411. Members of the public were invited to attend the meeting in person in the Herkimer County Chamber of Commerce conference room at 420 E. German Street, Herkimer, NY 13350.

After the Pledge of Allegiance, Chairman Bono called the annual meeting to order at 8:00 AM.

Chairman Bono welcomed the Agency's newest board member, Frank Mendl.

The following members were present in person and answered the roll call: Vincent (Jim) Bono, Cory Albrecht, Ann Gaworecki, Tim Day, John Scarano, Alana Basloe and Frank Mendl. (7) **Quorum present.**

Members Absent: None

Staff Present: John Piseck, Victoria Adams, Jennifer Young and Erin Spina.

Also Present in Person: Greg Malta, Herkimer County Legislator; Pete Campione, Herkimer County Legislator; and Anthony Hallak, Felt Evans, LLP.

Also Present Virtually: Elaine Sperbeck, City of Little Falls Resident; and Shannon Wagner, Hodgson Russ, LLP.

Mission Statement: Erin Spina read the Agency's mission statement.

Annual Election of Officers, Committees, Claims Auditors:

Alana Basloe moved, seconded by Tim Day to retain/appoint the following officers for 2025;
Resolution: 121924-01

- **Vincent J. Bono as Chariman**

- **Cory Albrecht as Vice-Chairman**
- **John Scarano as Secretary**
- **Tim Day as Treasurer**
- **Victoria Adams as Assistant Secretary/Treasurer**
- **Revolving Loan Committee – Gaworecki, Scarano, Albrecht**
- **Audit and Governance Committee – Board as a whole**
- **Marketing Committee – Scarano, Day, Basloe**
- **Claims Auditor(s) – Scarano, Gaworecki, Bono**

Minutes:

November 26, 2024 - Regular Board Meeting: The minutes of the November 26, 2024 regular meeting were offered for review. **Cory Albrecht moved, seconded by John Scarano to approve the minutes as presented. The motion carried with 7 ayes and 0 nays.**

December 3, 2024 – UTEP Public Hearing: The minutes of the December 3, 2024 public hearing for the amended Uniform Tax Exempt Policy were offered for review. **Alana Basloe moved, seconded by John Scarano to approve the minutes as presented. The motion carried with 7 ayes and 0 nays.**

Financial Reports:

November Financial Reports: The following financial reports were offered for review and approval: November 2024 Financial Report, Balance Sheet, Check Register, RLF/Lease Balance with payment status, and the SBP Mortgage. Mr. Piseck stated all loan payments continue to be made on time and the Agency is in good financial standing. **John Scarano moved, seconded by Tim Day to approve all financial reports as presented. The motion carried with 7 ayes and 0 nays.**

Herkimer County Microenterprise Grant:

Update: Jennifer Young provided the board with an update on the microenterprise grant.

Velvet Dog Grooming, Inc. – The Agency received an application for the Herkimer County Microenterprise Grant from Velvet Dog Grooming located on South Main Street in Herkimer, NY. The application was recommended for approval by the RLF Committee. **Cory Albrecht moved, seconded by Alana Basloe, to approve the Herkimer County Microenterprise Grant application for Velvet Dog Grooming, Inc. in the amount of \$14,000 for the purchase of equipment. The motion carried with 7 ayes and 0 nays.**

Resolution: 121924-02

Marketing Update: Erin Spina provided a marketing update to the board with photos from Daneli Training, Chips Service Station, and a map of solar projects within the County.

Application for Financial Assistance – Small Projects:

Application: The board was presented with the updated application for financial assistance including small projects (projects less than \$2,500,000.00). This item was for discussion only.

Fee Schedule: The board was presented with a proposed amendment to the Agency's current project fee schedule to add an agency fee of ½ % for small projects. **Tim Day moved, seconded by Cory Albrecht, to authorize the addition of an agency fee in the amount of ½ % for small projects. The motion carried with 7 ayes and 0 nays.**

Resolution: 121924-03

JBF Stainless: Agency counsel provided an update to the board since notifying the owner(s) that they were in default status due to the change over in ownership. Mr. Hallak provided JBF Stainless's counsel with a list of items needed in order to comply with Agency requirements. Following discussion, **Tim Day moved, seconded by Cory Albrecht, that all items needed by JBF Stainless new owners should be received by January 20th, or Mr. Hallak has approval to move forward with the notice of default. The motion carried with 7 ayes and 0 nays.**

Resolution: 121924-04

Schuyler Business Park Entrance – Delta Proposal – Ratify- The board was previously presented a proposal from Delta Engineers for work on the Schuyler Business Park Entrance. Following review, a vote was required to ratify the amount of the proposal. **Alana Basloe moved, seconded by Tim Day, to ratify the amount of the full proposal from Delta Engineers in the amount not to exceed \$227,915.00 for the Schuyler Business Park Entrance. The motion carried with 7 ayes and 0 nays.**

Resolution: 121924-05

Manheim Business Park:

- **ESD Infrastructure Grant:** Mr. Piseck requested authorization from the board to submit an application for an additional \$500,000 for the construction of the water tank in the Manheim Business Park. Following discussion, **John Scarano moved, seconded by Cory Albrecht, to authorize submitting an application for the Infrastructure Grant in the amount of \$500,000 for the Manheim Business Park water tank. The motion carried with 7 ayes and 0 nays.**

Resolution: 121924-06

- **Wright-Pierce Amendment-** The board was presented with an amendment to the contract with Wright-Pierce for the water tank project in the Manheim Business Park due to a change in the scope of work. Following discussion, **Cory Albrecht moved, seconded by Tim Day to approve the amendment in the amount not to exceed \$210,000.00 to the contract with Wright-Pierce for the water tank in the Manheim Business Park. The motion carried with 7 ayes and 0 nays.**

Resolution: 121924-07

- **PIF Agreement -** Mr. Piseck updated the board on where we currently stand with the PIF agreement for the Manheim Business Park and noted that none of the above mentioned items will move forward without a signed PIF agreement in place.
This item was for discussion only.

Remington Arms:

- **Historical Cultural Services:**

- **Facility Structure Report Proposal:** The board was presented with a quote for a facility structure report for the Remington Arms facility in the amount of \$5,430. Following review, **John Scarano moved, seconded by Tim Day to approve the proposal from Historical Cultural Services for a Facility Structure Report on the Remington Arms Facility in the amount not to exceed \$5,430. The motion carried with 7 ayes and 0 nays.**

Resolution: 121924-08

- **Alternative Analysis Proposal:** The board was presented with a quote for an alternative analysis on the Remington Arms facility in the amount of \$3,670. Following review **John Scarano moved, seconded by Time Day to approve the proposal from Historical Cultural Services for an Alternative Analysis at the Remington Arms facility as presented in the amount not to exceed \$3,670. The motion carried with 7 ayes and 0 nays.**

Resolution: 121924-09

- **Empire State Development Grant – Matching Funds:** Mr. Piseck requested authorization for a 20% funding match requirement for a grant through Empire State Development for a comprehensive market feasibility assessment at the Remington Arms Facility. Mr. Piseck is lobbying for a decrease to 10% in the required match and will notify the board of any changes. **Following discussion, Tim Day moved, seconded by John Scarano, to authorize the 20% funding match requirement for the Empire State Development Grant for the comprehensive market feasibility assessment at the Remington Arms Facility. The motion carried with 7 ayes and 0 nays.**

Resolution: 121924-10

- **EPA TBA Grant:** Agency staff attended a meeting with EPA regarding additional testing needing to be done inside the Remington Arms facility. During that meeting, it was discussed that they do have a funding that covers that type of testing that is needed and could be used for this location. Following discussion, **Tim Day moved, seconded by Cory Albrecht, to move forward with the EPA TBA Grant. The motion carried with 7 ayes and 0 nays.**

Resolution: 121924-11

Four Corners Business Park: This item was moved to executive session due to contract negotiations.

Comments welcomed from elected officials.

No comments were made.

Project Updates:

- Duofold
- Board Evaluations for 2024
- 2025 Meeting Dates
- Continue Daneli Training in 2025

Cory Albrecht moved, seconded by John Scarano, to enter into executive session at 8:57am to discuss matters of negotiation and litigation. All board members, John Piseck, Victoria Adams, Jennifer Young, Erin Spina, Anthony Hallak, Shannon Wagner, Greg Malta and Pete Campione were invited to stay.

Mr. Hallak exited the meeting at 9:21am.

Alana Basloe moved, seconded by John Scarano to end executive session at 9:34am. The motion carried with 7 ayes and 0 nays.

Four Corners Business Park: The Agency received a Letter of Intent for Four Corners Business Park. Following discussion, **John Scarano moved, seconded by Alana Basloe to accept the price as presented but request changes to the timeline proposed. The motion carried with 7 ayes and 0 nays.**

Resolution: 121924-12

Being no other business, John Scarano moved, seconded by Alana Basloe to adjourn at 9:35 AM. The motion carried with 7 ayes and 0 nays.

Respectfully Submitted,



Jennifer Young
Administrative Assistant