



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

BOARD OF DIRECTORS

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CORY ALBRECHT
Vice Chairman

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ANN GAWORECKI
Director

TIM DAY
Director

ALANA BASLOE
Director

COUNSEL

ANTHONY G. HALLAK, Esq.
Felt Evans, LLP

MINUTES

September 24, 2024

Herkimer County Industrial Development Agency Board of Directors Meeting

The Herkimer County Industrial Development Agency held a regular meeting of the Board of Directors, as well as a meeting of the Audit, Governance, and Finance Committees, on Tuesday, September 24, 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 meeting to order at 8:00 AM.

The following members were present in person and answered the roll call: Vincent (Jim) Bono, Cory Albrecht, Tim Day, Alana Basloe, Ann Gaworecki, and John Scarano. (6) **Quorum present.**

Mike Werenczak joined the meeting at 8:01am.

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

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

Also Present Virtually: Assemblyman Robert Smullen, Mark Gaworecki, Herkimer County Legislator; Bill Weakly, Herkimer County Legislator; Elaine Sperbeck, City of Little Falls Resident; and Shannon Wagner; Hodgson Russ, LLP.

Mission Statement: Alaina Valeriano read the Agency's mission statement.

Minutes:

August 27, 2024- Regular Board Meeting: The minutes of the August 27, 2024 regular meeting were offered for review. **Tim Day moved, seconded by Alana Basloe to approve the minutes as presented. The motion carried with 7 ayes and 0 nays.**

Financial Reports:

420 E. German Street, Box 1 Suite 101A, Herkimer, NY 13350 315-866-3000

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August Financial Reports: The following financial reports were offered for review and approval: August 2024 Financial Report, Balance Sheet, Check Register, RLF/Lease Balance with payment status, SBP Mortgage and the PILOT Report. Mr. Piseck stated that all payments have been made on time. The Agency continues to move various projects forward and the Agency is in a good financial standing and the Seward Account has been fully disbursed and closed out. **John Scarano moved, seconded by Cory Albrecht to approve all financial reports as presented. The motion carried with 7 ayes and 0 nays.**

2025 Fiscal Year Budget: The Agency previously held a budget workshop to review in detail all items on the 2025 budget. Following discussion, **Cory Albrecht moved, seconded by Tim Day to approve the 2025 budget as presented. The motion carried with 7 ayes and 0 nays.**

Resolution: 092424-01

Herkimer County Microenterprise Grant:

Update: Jennifer Young provided the board with an update on the microenterprise grant including an overview of the discussion Agency staff had with the Office of Homes and Community Renewal the week prior.

Juliano Farms: The Agency received an application for the Herkimer County Microenterprise Grant from Juliano Farms located in Schuyler. The application was recommended for approval by the RLF Committee. **John Scarano moved, seconded by Cory Albrecht to approve the Herkimer County Microenterprise Grant application for Juliano Farms in the amount of \$14,000 for the purchase of a tractor. The motion carried with 7 ayes and 0 nays.**

Resolution: 092424-02

Marketing Update: Erin Spina updated the board on various marketing projects completed in the past month. Included in the presentation was the slide created for the Micron event held at Herkimer College, a photo of the Hansen Island Bridge since it had been opened with assistance from the Agency, photos taken on site tours with Board Members and Agency staff at Pepsi and Fountainhead. Erin also notified the board that Agency staff will be continuing their Professional Development Training with Daneli partners this month and provided an update on the Phase I reports for Bills School and Homogenous Metals properties.

Four Corners Business Park – Emrich Invoice: The board was presented with an invoice for land surveying completed by Emrich Land Surveying at the Four Corners Business Park in the amount of \$7,384.00. Following review, **Cory Albrecht moved, seconded by Tim Day to authorize payment to Emrich Land Surveying for the land survey completed at the Four Corners Business Park for the in the amount not to exceed \$7,384.00. The motion carried with 7 ayes and 0 nays.**

Resolution: 092424-03

Financial Assistance for Small Project: Mr. Piseck and Mr. Hallak discussed with the board current financial assistance the Agency offers for projects and outlined how smaller projects aren't always able to utilize these services which prompted a discussion about how the Agency may be able to provide assistance to businesses with smaller projects. Following discussion, **Tim Day moved, seconded by Cory Albrecht, to authorize Mr. Hallak to review and approve policy documents outlining the service and specifics of the program which will then be shared with the board. The motion carried with 7 ayes and 0 nays.**

Resolution: 092424-04

Comments welcomed from elected officials. No comments were made.

Project Updates:

- Joseph R. Carruci Legacy Award – October 18, 12:00 noon at the Harts Hill Inn. Chairman Bono will be honored with the award and board members were encouraged to attend.
- Frankfort 5S North Business Park Sign will be updated to include the Senator James L. Seward Memorial Business Park.
- Cordelio Power Meeting
- Bills School – Phase I report will be available soon.
- Charlestown Mall – Continues to move forward with NYSERDA.
- Warrior Solar Ribbon Cutting – October 22nd. More information will be sent to the board as it is received.
- 2025 EPA Brownfield Conference has been announced to be taking place in Chicago.
- Duofold Project Continues to move forward.

John Scarano moved, seconded by Mike Werenczak to enter into executive session at 8:42 AM to discuss matters land purchases. The motion carried with 7 ayes and 0 nays. All board members, John Piseck, Victoria Adams, Jennifer Young, Erin Spina, Alaina Valeriano, Anthony Hallak, Shannon Wagner, Greg Malta, Bill Weakly, and Mark Gaworecki were invited to stay.

Tim Day moved, seconded by John Scarano to end executive session at 9:02 AM. The motion carried with 7 ayes and 0 nays.

Being no other business, Mike Werenczak moved, seconded by Alana Basloe to adjourn at 9:03 AM. The motion carried with 7 ayes and 0 nays.

Respectfully Submitted,



Jennifer Young
Administrative Assistant