

There will be a Joint Meeting

of

The Seneca County IDA
and
The Seneca County EDC

as follows:

Thursday, February 3, 2022

@

12:00 P.M.

The Meeting will be held Virtually via ZOOM

Due to COVID-19 risks, in
person attendance is NOT PERMITTED

The Meeting will be livestreamed on our website at:
<https://www.senecacountyida.org/livestream>



LOCAL VALUES. FORWARD VISION.

SENECA COUNTY
INDUSTRIAL DEVELOPMENT AGENCY

Thursday, February 3, 2022
12:00 P.M.
Held Via Livestream

Agenda

1. Approval of IDA Meeting Minutes of January 6, 2022 R _____
2. Review of un-audited IDA Financial Statements thru December 2021 R _____
3. Announcement of IDA Committee Appointments for 2022
4. Standing Item – Update / Seneca County Chamber of Commerce– Jeff Shipley
5. Standing Item – Update / Seneca County Board of Supervisors – Don Trout
6. Other Business
7. Consideration of Executive Session
8. Adjournment



SENECA COUNTY
INDUSTRIAL DEVELOPMENT AGENCY
MEETING MINUTES

Annual Meeting
Thursday, January 7, 2021
12:00 Noon / Heroes Conference Room
Waterloo, NY 13165

Attendance:

Board Members Present: Steven Brusso, Chairman; Thomas Kime; Tom Murray; Bruce Murray; Don Trout; Suzanne Cirencione (Via Phone) and Jeff Shipley (*arriving at 12:13pm*)
Staff Attending: Patricia Jones, Deputy Director; Kelly Kline, Office Manager
Others Attending: Robert Kernan, CFO; Rob Halpin, The Halpin Law Firm (Via Phone); Mitch Rowe, County Manager; Robert Hayssen, County Board of Supervisor Chairman; Rich Swinehart and Dick Beauchine, Waterloo Containers and Marie Weiss, Carpenters Union 277

Chairman Brusso called the meeting to order at 12:03 p.m. A quorum of the Agency's members was present.

Election of Officers for 2022:

Chairman Brusso presented the 2022 slate of officers as follows:

- Steve Brusso as Chairman and Treasurer and Bruce Murray as Vice Chairman and Secretary.

A motion was made by Mr. T Murray approving the nominations. Seconded by Mr. Kime. Members Brusso, Cirencione, Kime, B. Murray, T. Murray, and Trout voted "yea" Mr. Shipley was absent at time of vote. Motion carried.

Approval of IDA Meeting Minutes of December 2, 2021:

The minutes of the Agency's meeting of December 2, 2021 had been sent to Board members prior to the meeting. A couple of minor changes to be made on pages 1 and 2 were noted by Ms. Jones. A motion was made by Mr. Trout to approve the minutes with noted changes. Seconded by Mr. T. Murray. Motion carried.

Approval of November 2021 Financial Statements:

The November 2021 financial statements had been mailed to board members prior to the meeting. Mr. Brusso summarized the financial statements for the board. A motion was made by Mr. T. Murray to accept the November 2021 financial statements. Seconded by Mr. Kime. Motion carried.

Annual Financial Disclosure and No Conflict of Interest Forms:

PAAA requires the annual completion of the Financial Disclosure Form and Certification of No-Conflict of Interest form Training. Blank forms had been mailed to board members prior to the meeting to be completed by each appointed member/employee/officer of the Seneca County IDA. Staff is requesting Board members to return the completed forms to the IDA office by the end of January. Evaluations were given to board members and are to be submitted confidentially. Results will be compiled by the Governance Committee.

RESOLUTIONS REQUIRED FOR AUDIT:

Group 1

IDA Resolution No. 2022 – 1 / Designation of Banking Institutions:

Designating the Chemung Canal Trust Company; Community Bank, NA; M&T Bank; Five Star Bank; Lyons National Bank; Savannah Bank, NA, Generations Bank and Generations Commercial Bank as the institutions that can be used for IDA banking purposes during the year 2022.

A motion was made by Mr. B Murray approving IDA Resolution No. **2022-1**. Seconded by Mr. Trout. Members Brusso, Cirencione, B. Murray, T. Murray, and Trout voted "yea" Mr. Shipley was absent at time of vote. Mr. Kime abstained due to his employment with Lyons National Bank. Motion carried.

Group 2

IDA Resolution No. 2022- 2 / Designation of Persons Authorized to Sign Agency Checks:

Authorizing the following officers to sign checks for the IDA: Chairman; Vice-Chairman; Secretary; Treasurer; CFO; Executive Director and Deputy Director.

IDA Resolution No. 2022-3 / Designation of Legal Counsel:

Designating The Halpin Law Firm as Legal Counsel and Bond Counsel.

IDA Resolution No. 2022-4 / Designation of Accountant/Bookkeeper:

Designating the accounting firm of Dermody, Burke, & Brown to be utilized as the IDA accountant and Eleanor Beattie to be the Bookkeeper for the year 2022

IDA Resolution No. 2022-5 / Designation of Auditor:

Designating the audit firm of Raymond F. Wager, CPA, P.C., a division of Mengel Metzger Barr & Co. LLP to be utilized as the IDA audit firm for the year 2022.

IDA Resolution No. 2021-6 / Appointment of Chief Executive Officer:

Designating IDA Executive Director, Sarah R. Davis as CEO for the year 2022

IDA Resolution No. 2022-7 / Appointment of Chief Financial Officer:

Appointing Robert E. Kernan, Jr. as the IDA Chief Financial Officer for the year 2022.

A motion was made by Mr. T. Murray approving IDA Resolution No's. **2022-2; 2022-3; 2022-4; 2022-5; 2022-6 and 2022-7** Seconded by Mr. Trout. Members Brusso, Cirencione, Kime, B. Murray, T. Murray, Shipley and Trout voted "yea". Motion carried.

Standing Item – Update / Seneca County Chamber of Commerce – Jeff Shipley:

Mr. Shipley noted that the One Seneca Group continues to meet on a weekly basis and continues to be a very popular forum with a lot of participation from the community.

Standing Item – Update / Seneca County Board of Supervisors – Don Trout.

Mr. Trout noted that the Board of Supervisors has four new board members; Mike Rhinehart, Town of Seneca Falls, Beth Partee Town of Tyre, Bob Shipley Town of Waterloo, and Jeff Trout, Town of Fayette majority leader is Mike Enslow and the Minority leader is Kyle Barnhart, with Robert Hayssen re-appointed as Chairman. Mr. Brusso also noted that IDA Staff has met with the four new Supervisors to provide them with an overview of the IDA so they can have a good understanding of the agency.

Executive Session:

Chairman Brusso requested a motion to enter into Executive Session for the discussion for discussion on the proposed acquisition, sale or lease of real property, where publicity could substantially affect the value thereof.

A motion was made by Mr. B. Murray at 12:16 p.m. to enter into Executive Session. Seconded by Mr. Trout. Motion carried. A motion was made by Mr. Kime at 1:18 p.m. to come out of Executive Session. Seconded by Mr. Trout Motion carried.

Adjournment:

A motion to adjourn the meeting was made by Mr. Shipley. Seconded by Mr. Trout. Motion carried. The meeting adjourned at 1:19p.m.

The next regular scheduled meeting will be held on **February 3, 2022 @ 12:00 Noon.**

Respectfully submitted,

Bruce Murray
Secretary