

Wayne County Industrial Development Agency
Regular Meeting Minutes
October 25th, 2013

The regular meeting of the Wayne County Industrial Development Agency was called to order by Chairman David Spickerman at 9:30 a.m. on 10/25/2013. The meeting was held in the first floor conference room, 16 William Street, Lyons. Members present: Robert Havrilla, David Spickerman, Pamela Heald and James Hoffman; Also present: Virginia Smith, Rochester Branch Manager, SBA; Bill Hammond, Macedon Town Supervisor; Bob McNary, County Planning & Economic Dev. Director; John Morell, Esq. and M. Churchill, D. Richards, and M. Leisenring.

On motion of Ms. Heald, seconded by Mr. Hoffman and carried the minutes of 9/30/13 were approved.

On motion of Mr. Havrilla, seconded by Ms. Heald and carried the regular meeting adjourned to the audit committee meeting at 9:32 a.m.

This was a combined audit committee meeting for the Wayne County Industrial Development Agency, the Wayne County Civic Facility Development Corporation, the Wayne Economic Development Corporation and the Wayne Industrial Sustainability Development Corporation to review the 2014 budget and financial plans of each entity. Also reviewed were WCIDA third quarter financials including delinquent loans. Mr. McNary and Ms. Churchill discussed the changes to the WCIDA 2014 budget in light of the new contract for services and changes involving the ED/planning/tourism team. After each respective 2014 budget and financial plan was reviewed, on motion of Ms. Heald, seconded by Mr. Havrilla and carried to recommend accepting the 2014 budget and financial plans for the Wayne County Civic Facility Development Corp, the Wayne Industrial Sustainability Dev. Corp, the Wayne Economic Dev. Corp. and the Wayne County Industrial Development Agency.

The regular WCIDA meeting reconvened at 9:57a.m. At this time Virginia Smith was introduced. She is the Rochester Branch Manager of the U.S. Small Business Administration. The regular meeting was then adjourned to meetings of the other entities. The WCIDA meeting reconvened at 10:23 a.m. Mr. Hammond was not in attendance.

Resolution A—

Whereas, the audit committee has reviewed the agency's financials along with the proposed budget for 2014 and has advised the Board that the committee has accepted and approved both the financials and the proposed budget; be it hereby

Resolved, that the budget of the WCIDA be adopted for the 2014 budget year as presented; and, be it further

Resolved that the CFO is hereby authorized to forward the budget, according to PAAA, to the Authority Budget Office and New York State Comptroller.

Moved: Ms. Heald Second: Mr. Havrilla
Ayes: Ms. Heald and Messrs. Hoffman, Spickerman and Havrilla
Nays: None

Resolution B—

Whereas the Economic Day Fall Tour of Wayne County was held on October 23rd as planned and 55 people participated in the event; be it hereby

Resolved that payment of all bills associated with the marketing event are hereby ratified.

Moved: Mr. Havrilla Second: Ms. Heald
Ayes: Ms. Heald and Messrs. Hoffman, Havrilla and Spickerman
Nays: None

Resolution C—

Whereas, the WC IDA is committed to the success of its various programs and the responsibility of administering the various programs and is therefore desirous of putting on record a manageable method of review for its strongest tool, the payment-in-lieu-of-taxes program; be it hereby

Resolved that the Board of the WC IDA adopts the proposed process for such review as presented at the October 25, 2013 meeting of the Board.

Moved: Mr. Havrilla Second: Ms. Heald
Ayes: Ms. Heald and Messrs. Havrilla, Spickerman and Hoffman
Nays: None

Resolution D—

Whereas, the WC IDA owns a residential lot on Shilling Road in the Town of Palmyra; and

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Whereas, the WC IDA acquired the lot in lieu of a micro enterprise loan pay-off; be it hereby

Resolved that the executive director and finance officer are hereby directed to work with the agency attorney to determine the most expeditious approach to selecting a realtor, and then to engage the realtor, list, marketing and sell the property.

Moved: Mr. Havrilla Second: Ms. Heald
Ayes: Ms. Heald and Messrs. Havrilla, Hoffman and Spickerman
Nays: None

Resolution E—

Whereas, the WC IDA has acted as the administrator of the funds for the Wayne County Job Fair in the past and costs are reimbursed through the charge for the booths at the job fair; be it hereby

Resolved that, until such time as it is no longer effective, the WCIDA board authorizes the WCIDA to administer the Job Fair and provide the funding necessary to secure space, food and advertising for the event, maintain financial records of the expenses and registrations and reconcile the finances following the event; and recognize that the event is sponsored by the WCIDA and supported by the NYS Department of Labor, the WC Workforce Development and Workforce Investment Board.

Moved: Ms. Heald Second: Mr. Havrilla
Ayes: Ms. Heald and Messrs. Havrilla, Spickerman and Hoffman
Nays: None

Mr. McNary and Ms. Churchill discussed the recent NYS EDC training they had attended. They also briefly discussed the new Start Up NY program which the ESD office will be providing more information about. Ms. Churchill recently attended the OptiFab event in Rochester. Mr. Richards discussed recent activities of the Business Builders program. Brief project updates were given.

At 11:25 a.m. the board went into executive session to discuss a real estate issue. The regular meeting resumed at 11:55 a.m.

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Mr. Havrilla moved seconded by Ms. Heald and unanimously approved that the executive director and agency attorney be authorized to move forward with real estate negotiations.

There being no further business, the meeting adjourned at this time.

Respectfully submitted,

Marie Leisenring
Secretary