Minutes of the Meeting of the
Oneida County Industrial Development Agency
Held on January 20, 2017 at Mohawk Valley EDGE
584 Phoenix Drive, Rome NY


EDGE Staff Present: S. Papale; S. DiMeo; J. Waters; M. Carney; M. Kaucher

Others Present: L. Ruberto; C. Levitt; M. Levitt; D. Guzewich; Rome Mayor J. Izzo; B. Maxim, NE Regional Council of Carpenters

Chairman D. Grow called the meeting to order at 8:06 AM.

The need for Executive Session was determined to be unnecessary so Mr. Grow proceeded to Agenda Item 2.

The Agency received the December 13, 2016 Meeting Minutes. M. Fitzgerald questioned why the motion to induce the Oriskany Manufacturing, LLC facility referenced a deviation from the Agency’s Uniform Tax Exemption Policy. It was explained that this is due to the proposed PILOT incorporating a facility already owned by the applicant. M. Fitzgerald also noted that the minutes reference the retention of 70 employees, while the application referenced 79. Minutes need to reflect the application. A motion to approve the December 13, 2016 minutes, with noted correction, was made by S. Zogby and seconded by M. F. Messenger. Motion passed unanimously 6-0.

Agency Financials were reviewed by M. Carney. Agency accepted the financials as presented. Several closing are planned in the near future.

C. Levitt reviewed the Agency annual Housekeeping Resolution. Annual Housekeeping Resolution (1) documents election of officers and committee members; (2) confirms the occurrence of the annual meeting and actions taken at that meeting; (3) provides for the selection of staff and contracted services; (4) affirms policies and procedures of the agency/corporation and (5) officially adopts the meeting schedule for 2017. A motion to approve the annual Housekeeping Resolution was made by F. Betrus and seconded by S. Zogby. Motion passed unanimously 6-0.

The Agency reviewed its annual Public Authorities Accountability Act (PAAA) submissions. A motion to approve the 2016 PAAA submissions was made by M. Fitzgerald and seconded by M.F. Messenger. Motion passed unanimously 6-0.

The Agency reviewed its Mission Statement and Performance Measurements for 2017. A motion to ratify the Oneida County Industrial Development Agency’s mission statement and approving the 2017 performance measures was made by M. Fitzgerald and seconded by S. Zogby. Motion passed unanimously 6-0.

The Agency reviewed its staff services contract with Mohawk Valley EDGE. M. Fitzgerald noted that that the agency should be billed on a monthly basis. A motion to approve the $160,000 staff services contract
with Mohawk Valley EDGE, to be billed monthly, was made by M. Fitzgerald and seconded by M.F. Messenger. Motion passed unanimously 6-0.

Confidential Board Performance: on hold until the next meeting.

Recapture policy: Discussion centered measurement parameters; how best to determine whether or not IDA clients are meeting their job commitments; and how best to compel clients to submit the information in a timely fashion to comply with the IDA’s annual report deadline. It was proposed that we institute a $500 monthly rent fee for any non-compliant company, up until the time they submit the information. This would be for new projects only.

Ontario Real Estate: S. Papale has spoken to the new Oneida School Superintendent regarding the PILOT non-payment. We sent the client a certified letter, but it was unclaimed. A motion to terminate the Ontario Real Estate PILOT agreement and all related documents, effective Monday January 23, 2017, based upon their default, was made by S. Zogby and seconded by M. Fitzgerald. Motion passed unanimously 6-0.

The Fish Creek lease was terminated following the determination at the December 16 IDA meeting.

Oriskany Manufacturing, LLC: Updated supplemental application materials provided by the applicant were reviewed. A motion to amend the inducement agreement and related documents to reflect the updates was made by S. Zogby and seconded by M. Fitzgerald. Motion passed unanimously 6-0.

Cardinal Griffiss Realty, LLC
Sublease consent request from Cardinal Griffiss Realty, LLC, related to the expansion of its existing tenant, Assured Information Security, Inc., into currently vacant space within the 153 Brooks Road facility(an existing OCIDA leaseback project). A resolution consenting to a Sublease Agreement between Cardinal Griffiss Realty, LLC, and Assured Information Security, Inc. (AIS) with respect to additional space that AIS will occupy at the 153 Brooks Road Facility was made by M. Fitzgerald and seconded by M. F. Messenger. Motion passed unanimously, 6-0.

At 9:24 AM D. Grow suspended the IDA meeting.

At 9:34 AM D. Grow resumed the IDA meeting with a request to enter Executive Session to discuss Potential Contracts with the IDA.

At 10:15 the IDA meeting exited Executive Session.

There being no further business, the meeting was adjourned at 10:16 AM upon a motion by M. Fitzgerald and seconded by M. F. Messenger. Motion passed unanimously 6-0.

Respectfully recorded,
Jennifer Waters