

**MADISON COUNTY INDUSTRIAL DEVELOPMENT AGENCY
MINUTES OF THE IDA BOARD MEETING
September 25, 2008**

A meeting of the Madison County Industrial Development Agency was convened in public session in the Presidents' Room, Charlton Hall, Morrisville State College, Morrisville, New York.

Attendance was recorded as follows:

Board Members Present: Richard Bargabos (Chairman), James Rafte (Vice Chairman), Dave Rogers (Secretary), Sam Lanzafame, Russ Lura
Board Members Absent: Jack Romagnoli (Treasurer),
Also Present: Kipp Hicks (Executive Director), Amanda Cox (Administrative Assistant), George Cregg (Bond Counsel), Becca Brier-Rosenfield (Agricultural Economic Development Specialist), Paul O'Mara

Chairman Bargabos called the meeting to order at 3:04 p.m.

I. Board Business

Approval of Minutes: motion for approval by J. Rafte, seconded by S. Lanzafame, unanimously approved by all present.

II. Financials

Approval of Financials: motion for approval by S. Lanzafame, seconded by D. Rogers, approved by all present.

III. Chairman's Report

Meeting Schedule for 2009

Election of officers for 2009

Committee appointments for 2009

Motion for approval of Board of Directors meeting schedule, election of officers, and committee appointments, (reinstating current members and adding an amendment to Madison County IDA by-laws stating that any member is able serve as chairman of subcommittee) by S. Lanzafame, seconded by R. Lura, unanimously approved by all present.

G. Cregg explained the relationship between the chief financial officer, audit committee, and the Board of Directors, Motion appointing R. Lura to the governance committee and J. Salka to the finance committee, by R. Bargabos, seconded by J. Rafte, unanimously approved by all present.

Discussion of completion of PAAA training for new members, by Hodgson-Russ, , G. Cregg offered to schedule the sessions at the convenience of the members, dates to be decided in near future

Discussion of Board Policies, G. Cregg stated that the Board is welcome to review and modify policies at any time. An amendment was recommended to the travel policy,

allowing the mileage rate adjust to the IRS's rate. S. Lanzafame suggested defining a process for the "whistleblower" policy, in cases of human resource situations.

Motion for approval of resolution approval certain appointments and administrative matters of the agency, including the following polices Organizational Chart, Code of Ethics, Property Disposition Policy, Property Acquisition Policy, Procurement Policy Investment Policy, Travel Policy (mileage reimbursement amendment) and Whistle Blower Policy, the approval of Board meeting schedule for 2009, the appointment of officers and subcommittee members, as well as the reinstatement of Madison County IDA staff, Chief Financial Officer, Beth Ellis, and appointment of agency counsel, George Cregg of Hodgson-Russ as bond counsel by J. Salka seconded by R. Lura, roll call, unanimously approved by all present.

It was recommended that Beth Ellis attend next Board meeting to clarify our banking status with Oneida Savings Bank and the State Bank of Chittenango. Updates were given on the County's newly created ad hoc energy committee and the legislative special session in regards to the IDA legislation, G. Cregg stated that no decisions will be made until after elections in November.

Executive Directors' Report

- A. Discussion and explanation of Madison County IDA 2009 proposed budget, including the county appropriation, employee benefits, and expenses. Budget approval will take place at the November meeting; copies of the IDA's proposed budget will be submitted to Board of Supervisors' clerk Cindy Urtz and Mary Krause, of Madison County personnel office.
- B. PILOT agreement with the Mansion at 120 Madison in Chittenango is moving forward.
- C. The Monahan CCLF project is awaiting bond volume cap adjustment.
- D. Parish Iron Works is no longer pursuing relocation at this time.
- E. H.P Hood refinance occurred without IDA assistance.

Unfinished Business

- a. No word from Oneida Indian Nation, IDA is still interested in opening lines of communication.
- b. IDA has secured 40 acres of land in option agreements.
- c. K. Hicks and Paul O'Mara attended meetings in Washington D.C with congressional staff of Michael Arcuri and John McHugh in regards to pursuing the development of an agriculture and renewable energy business park in Madison County
- d. Suggestion of establishing a local development corporation or (LDC) followed by an in depth discussion of the IDA's possibility of applying for IRP (Intermediary Relending Program) through USDA, concluding with motion for approval recommending the IDA go forward with the application by S. Lanzafame, seconded by J. Rafte, roll call, unanimously approved by all present. Application will be made available for members' viewing.
- e. Thermold has received approval to submit an application as a Regionally Significant Project for the state's Empire Zone program. IDA assisted

with a \$25,000 grant from ESD along with WIB assistance for incumbent workers. Hope to assist with IRB funding if needed.

- f. Partnership with local dairy producers to co-pack yogurt, potential RLF or Link Deposit candidate.
- g. Working with a local company considering an expansion to utilize waste heat at the landfill
- h. Ferris / B&S PPG has received preliminary approval as a regionally significant project via ESD.
- i. IDA is working with Jack Curtin in order to potentially get land zoned for industrial purposes
- j. Planning initial meetings to consider a possible senior housing project
- k. M. Koester has moved into the old Rasmussen building and is in the process of renovating that space; Tim Mahoney is planning to build in the Canastota Business Park.

Next meeting scheduled for November 20, 2008

Motion to adjourn by J. Rafte, seconded by J. Salka at 5:26 pm, unanimously approved by all present.

Respectfully submitted
Amanda Cox, Administrative Assistant