

## DELAWARE COUNTY INDUSTRIAL DEVELOPMENT AGENCY

**Date:** December 18, 2105

**Time:** 11:00 a.m.

**Place:** Delaware County eCenter  
5 ½ Main Street, Delhi NY

**Present:** James Thomson, Chairman  
Glenn Nealis, Executive Director  
William Willis, Economic Development Specialist  
Bruce Dolph, Treasurer  
George Bergleitner, Secretary  
Tabitha Byam  
Andrew Matviak  
Flerida Santana  
Scott White, Vice-Chairman  
Mike O'Brien

**Absent:**

The December 18, 2015 meeting of the Delaware County Industrial Development Agency was called to order by Chairman Jim Thomson.

A motion by, Bruce Dolph second by Scott White, to approve the draft minutes of the November 20, 2015 meeting; motion passed.

Glenn Nealis reviewed the treasurer's report. In 2016 there will be \$350,000 coming back to the IDA. Part of that is getting paid back for the full amount of principal from Leatherstocking Realty. That closing is supposed to happen next Tuesday. The other part of that is a line of credit to Roxbury Mountain Maple that will be coming back. A motion by, Bruce Dolph second by Scott White, to approve the treasurers report; motion passed.

Bill Willis reviewed the loan report. Larry from A-1 Home Improvement will be home over Christmas and plans on fixing up the truck so he can sell it. Bill shared an email from Holley White from Lucky Dog Hamden Inn with the board. Board discussed. West Branch sent a payment and said work is starting to pick up. Board discussed Hancock Golf Course.

The following invoices were presented for approval:

IDA Operating Account

Cedarwood Engineering Services PLLC	-1,993.98
NYSEG	-7.28
DCEC	-1,304.35
Village of Sidney	-300.00
William Willis	-11.37
Catskill Development Foundation	-35.00
Catskill Development Foundation	-35.00
O'Neills Shire Pub	-38.00

Philadelphia Insurance Co.	-2,001.50
Verizon Wireless	-52.75
Hodgson & Russ, Attorney's	-5,798.00
Hodgson & Russ, Attorney's	-4,300.00
Hodgson & Russ, Attorney's	-19,192.50
Sidney Central School Distirct	-3,196.28
Village of Sidney	-2,822.17
Village of Sidney	-6,327.31
Sidney Central School Distirct	-7,166.06
Del. Co. Elect. Coop.	-1,357.46
Glenn W Nealis	0.00
Glenn W Nealis	-694.90
Cross Roads Cafe	-20.00
Cross Roads Cafe	-102.11

A motion by Bruce Dolph, second by Scott White, to approve the invoices; motion passed.

Polar Bear: Bill Willis Presented. Board discussed and decided to revisit the following month. Bill is going to ask if they are willing to have two notes.

Ag Micro Program: Glenn updated the board. We received \$200,000 on the last CFA round. It has been very successful. All the money has been committed. We got approved for another \$200,000 this year. This program is going to be run through the IDA.

HRP Associates Brownfield Study: We submitted a \$200,000 application to identify potential brownfield sites throughout the county. There would be money to do initial assessments on 15 properties and an additional pool of money to start the process of developing remediation plans for those to market them to see where they would stand in attracting brownfield tax credits and other financing opportunities.

Project Updates:

Amphenol: We sent everything we needed for project close out. Glenn still needs to request a project extension because they are now past 90 days. We were acquiring a property in Sidney Center through eminent domain to finish off that project. The court date was December 4<sup>th</sup>. Nobody showed up and we are just waiting for the judge to sign off on that and we will own that property. That will finish that project and we will be able to submit a bill for \$206,000 to Amphenol for undertaking that project.

Green Lumber: They have finally got the green light. That should be completed in about four months.

Delhi Rehab & Nursing Center: The closing is scheduled for next Tuesday.

212 Brewery: We have a tentative closing date of February 15<sup>th</sup>.

ACCO: They have signed a term sheet with us for the loan that we discussed for the call center. It would be a \$20,000 note at 4% interest for 6 months. If they create 25 jobs and invest \$80,000 in the facility then the loan interest and principle will be forgiven.

K Tooling: They are currently leasing but are interested in purchasing our building at 12 Winkler Road. They have approximately a \$1 Million project. That includes the purchase of that building from us at \$275,000. The terms would be a one year lease to own arrangement. First year payments of \$1300 a month, Second year payments of \$1500 a month, and then a lump sum payment of \$258,000. Part of it is predicated on a grant we are applying for. One other component is electric upgrades that are going to be needed. Glenn proposed to Perry that we would pay half and add the rest onto the lump sum payment. This project would create 10 jobs.

Other Old/New Business: Glenn Nealis informed the board that we got a surprise audit from the authority budget office last week. It was related to our procurement practices for legal services and audit services. They came down hard on us regarding our website. One of the big things they want to see is our meeting minutes. Board discussed.

Meeting was adjourned in form.

## DELAWARE COUNTY LOCAL DEVELOPMENT CORPORATION

**Date:** December 15, 2015

**Time:** 11:00 a.m.

**Place:** Delaware County eCenter  
5 ½ Main Street, Delhi NY

**Present:** James Thomson, Chairman  
Glenn Nealis, Executive Director  
William Willis, Economic Development Specialist  
Bruce Dolph, Treasurer  
George Bergleitner, Secretary  
Tabitha Byam  
Andrew Matviak  
Flerida Santana  
Scott White, Vice-Chairman  
Mike O'Brien

**Absent:**

The December 15, 2015 meeting of the Delaware County Local Development Corporation was called to order by Chairman James Thomson.

A motion by, Andrew Matviak second by Bruce Dolph, to approve the draft minutes of the November 20, 2015 meeting; motion passed.

Glenn Nealis reviewed the treasurer's report. A motion by, Andrew Matviak second by Bruce Dolph, to approve; motion passed.

Bill Willis reviewed the loan report. Enviro Energy: Glenn updated the board. When the six month period ends we have to declare it in default and auction the equipment. Board discussed Feather & Stone. A motion by, Andrew Matviak second by Bruce Dolph, to approve; motion passed.

The following invoices were presented for approval:

### Operating Account

Deposit Wood Pellets	-300.00
Great Brook Solar	-100.00
Dominic Morales	-100.00
Sidney Federal Credit Union	-100.00
Delaware County Clerk	-60.00
Andrew Davis	-8,526.00
Delaware County IDA	-105,305.97
Delaware County Clerk	-822.00
Harry Hawley, Inc.	-930.00
Thomas Gallagher	-800.00
Delaware County LDC	-142.03
Empire State Development	-640.00

A motion by Bruce Dolph, second by George Berglitner, to approve the invoices; motion passed.

Motion by Scott White, second by Bruce Dolph to enter executive session to discuss personnel issues; motion passed. Motion by George Bergleitner to leave executive session, second by Andy Matviak, motion passed

Motion by Bruce Dolph, second by Scott White, to approve the ECI recommendation of the Finance Committee; motion passed.

The floor was opened for the discussion of any old and new business; No old or new business

Meeting was adjourned in form.