

## DELAWARE COUNTY INDUSTRIAL DEVELOPMENT AGENCY

**Date:** January 25, 2019

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

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

**Present:** James Thomson, Chairman  
Scott White, Vice-Chairman  
Glenn Nealis, Executive Director  
George Bergleitner, Secretary  
Andrew Matviak  
Bruce Dolph  
Tabitha Byam

**Absent:** Florida Santana  
Mike O'Brien

The January 25, 2109 meeting of the Delaware County Industrial Development Agency was called to order by Chairman Jim Thomson.

A motion by Bruce Dolph, second by Andy Matviak to authorize the Chairman, James Thomson, to cast one ballot to elect these officers for the year 2019: James Thomson, Chairman; Scott White, Vice-Chairman; Bruce Dolph, Treasurer; George Bergleitner, Secretary; motion passed.

A motion by Bruce Dolph, second by Andrew Matviak to appoint Scott White and George Berglietner to the Governance Committee: motion passed.

A motion by Scott White, second by George Bergleitner, to appoint Bruce Dolph & Andy Matviak to the Audit Committee: motion passed.

A motion by George Bergleitner, second by Bruce Dolph, to appoint Scott White and James Thomson to the Finance Committee: motion passed.

A motion by, George Berglietner second by Scott White, to approve the draft minutes of the December 21, 2018 meeting; motion passed.

Glenn Nealis reviewed the treasurer report. A motion by, George Bergleitner second by Scott White, to approve the treasurers report; motion passed.

Glenn Nealis updated the loan report. All of the loan conversions have been completed and paperwork signed. We are finalizing the collateral releases. The Market Basket has been written off. A motion by, George Bergleitner second by Scott White, to approve the loan report; motion passed.

The following invoices were presented for approval:

IDA Operating Account

NYS Dept of State	-20.00
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Village of Sidney	-404.22
Village of Sidney	-36.85
The Hartford	-443.00
Verizon Wireless	-53.01
Glenn W Nealis	-694.90
Del. Co. Elect. Coop.	-1,563.38
Cedarwood Engineering Services PLLC	-1,967.97

A motion by Andy Matviak, second by Scott White, to approve the invoices; motion passed.

Interest Rates for loans: A motion by George Bergleitner, second by Scott White, to approve increasing the interest rate to 4 ½% as of February 1<sup>st</sup>; motion passed.

IDA Pump Station: Glenn updated the board. The project has been completed. They are testing the pump. They are leaving the bypass over the weekend to make sure the new pump is working. We may try to go back on the pump manufacturer for damages because the pumps were not delivered on time. Glenn should be able to provide a full end cost and time frame for the IDA getting repaid by the next meeting.

Occupancy Tax: On Wednesday a local law was introduced to extend the law for three more years. We can only do it at three year increments. We made a few changes to the law to address some confidentiality issues and included penalties for people who are not registered for the bed tax and who do not file their returns on a timely basis. There is also a new classification included for property managers.

Loan Conversion Update: We converted 10 loans. We expect one to be paid in full by the end of next month and there is one that was written off. We have signed all of the agreements and completed the 1099's and are in the process of working on the collateral releases.

Program Income Grant Proposal – Johnston & Rhodes Bluestone - \$68,000: They have a \$172,000 project. It is related mostly to equipment and working capital. This would be eligible for the small CBDG grants but because we have the program income we are not eligible to apply for anymore grants until that money is gone. Glenn asked the board to use \$68,000 program income in conjunction with a loan for \$86,000 to be presented at the next meeting contingent upon of a review of proper business financials. The board agreed to consider.

Clark Companies – PILOT Application Acceptance & Schedule Public Hearing: A motion by Andy Matviak, second by Scott White, to approve accepting the PILOT application and moving forward with scheduling the public hearing; motion passed.

Other Old/New Business: No old or new business to discuss.

Meeting was adjourned in form.

**DELAWARE COUNTY LOCAL DEVELOPMENT CORPORATION**

**Date:** January 25, 2019

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

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

**Present:** James Thomson, Chairman  
Scott White, Vice-Chairman  
Glenn Nealis, Executive Director  
George Bergleitner, Secretary  
Andrew Matviak  
Bruce Dolph  
Tabitha Byam

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A motion by, George Bergleitner second by Scott White, to approve the draft minutes of the December 21, 2018 meeting; motion passed.

Glenn Nealis reviewed the treasurer report. Glenn informed the board that some of the lending balances don't reflect commitments we currently have. Glenn is considering applying for a million dollars through EDA for a revolving loan fund this spring. A motion by, Scott White second by George Bergleitner, to approve the treasurers report; motion passed.

Glenn Nealis updated the loan report. A motion by, Andrew Matviak second by Scott White, to approve the loan report; motion passed.

The following invoices were presented for approval:

LDC Operating

East Brook Farm	-5,441.00
Waterwheel Farm	-18,500.00

A motion by George Bergleitner, second by Scott White, to approve the invoices; motion passed.

Interest Rates for loans: A motion by George Bergleitner, second by Scott White, to approve increasing the interest rate to 4 ½% as of February 1<sup>st</sup>; motion passed.

PKE Auto Transport - \$90,000 Loan Request: A motion by, George Bergleitner second by Scott White, to approve the loan report; 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.