

Wayne Economic Development Corporation
Board Meeting – March 22, 2023
MINUTES

A regular meeting of the Wayne County Industrial Development Agency (WCIDA) was called to order by Chairman Scott Johnson, at 9:27 a.m. at 9 Pearl Street, Lyons, Second Floor Conference Room. The meeting was held in person for board members. Members present in-person were Vice-Chairman Phil Eygnor, Secretary Kaye Stone-Gansz, Treasurer Julie DiLella, Kenneth VanFleet, Amanda McDonald and Robert DeBadts. Jeannie Brockmyre and Pamela Heald were absent. Also present in person were staff members Brian Pincelli, CEO; Katie Bronson, COO; Jamie Corteville, CFO; Ariel Camp, Economic Development Specialist, and Deb Hall, Assistant Secretary. Counsel John Morrell was present.

Mr. Johnson presented Minutes from the February 28, 2023 board meeting for approval with a motion to accept by Mr. Eygnor and a second by Ms. Stone-Gansz. Minutes were accepted.

Ms. Corteville discussed the EFPR Audit and Audit committee recommendation, as well as financial statements from the audit. Ms. Corteville reviewed PARIS reports and the 2022 Assessment of Internal Controls. She pointed out the BOCES lease nuance. Ms. DiLella asked about legal fees, which Ms. Corteville responded with details on normal legal transaction fees and fees associated with loan closings. Ms. Corteville mentioned that the audit contract will go out for RFP this year. Mr. Johnson introduced a Resolution to accept the audit and the PARIS reports. A motion to approve the application was made by Ms. Stone-Gansz with a second from Mr. Eygnor. All approved.

Mr. Johnson introduced a Resolution for Landscaping Services. Ms. Bronson discussed the proposals, bids, and interviews that were conducted. Reference checks were done for the lowest bidder. Lowrey's Lawn & Landscape, Michael Long, is being suggested as the lowest responsible bid. The contract is being offered for 2 years. Mr. Pincelli discussed the long-term upkeep of the property. A motion to approve the application was made by Ms. Stone-Gansz with a second from Mr. DeBadts. All approved.

Ms. Corteville presented the Fiscal Officer's Report that showed the bank account balances with pending grant disbursements. Loan aging report was also reviewed. One late payer, now being charged with late fees, was contacted and disclosed they were cash strapped. Ms. Corteville will continue to monitor payments from this late payer and report back to the Board. The Loan commitment letter for Indus has expired; others are pending.

Mr. Pincelli presented the Annual Report and Ms. Bronson asked about the Confidential Survey. Mr. Pincelli discussed the County Attorney's request for financial disclosure per Board of Supervisor's Resolution 23-15. County department heads and agency board members are required. It is all meant to avoid conflict of interest. It was also suggested to send comments to review with agency counsel and/or County Attorney with questions. Mr. VanFleet asked for clarification on whether text messages were able to be FOILED. Mr. Morrell said it is all electronic communication and could be subject to FOIL.

In other business the May meeting was changed from May 24 to May 31. Governance committee meeting also changed to May 31. Ms. Corteville updated the board on SBA 504 loan interest. Only two surveys have been returned. Mr. Pincelli is following up with local SBA office. Hearing no other business, Mr. Johnson stated that next WEDC Board Meeting was set for April 26 at 9:00 a.m. A motion to adjourn at was made by Mr. Eygnor with a second from Mr. DeBadts. Meeting adjourned at 11:08 a.m.

Respectfully submitted,



Deborah Hall, Assistant Secretary