

**Wayne County Industrial Development Agency  
Board Meeting  
Regular Meeting –August 23, 2019  
M I N U T E S**

The regular meeting of the Wayne County Industrial Development Agency (WCIDA) was called to order by Chairman David Spickerman at 9:30 a.m. on Friday, August 23, 2019, in the 2<sup>nd</sup> floor conference room, 9 Pearl Street, Lyons, NY. Members Present: Chairman David Spickerman, Robert Havrilla, Julie Dilella, Kay Stone-Gansz, Robert DeBadts, Steven LeRoy and Jeannie Brockmyre. Also present: Brian Pincelli, Director of Wayne County IDA; Sherry Handel, Deputy Director Wayne County IDA, Jamie Corteville, Fiscal Officer; and Tanya Hasseler, Business Outreach Coordinator. Meeting began with roll call.

On motion of Mr. LeRoy, seconded by Ms. Stone-Gansz the minutes for the meeting of July 26, 2019 were unanimously approved.

Governance Committee Chair Report & Discussion

- a. Executive Director Performance Review
- b. Board Member Term Limit

Executive Director performance evaluations was discussed as well. Committee will report to the full County Board of Supervisors and will bring recommendations to this board in possibly November 2019

Committee also discussed IDA board member terms limits. Changes can be made and should also be presented to the County Board of Supervisors. Governance committee recommended removing term limits, will need to go to County Board of Supervisors for approval.

**Resolution Authorizing Board Member Attendance Policy**

Whereas, a revision to the compensation, reimbursement, and attendance Policy was distributed for review to the members of the Board of Directors of the Wayne County Industrial Development Agency and Wayne Economic Development Corporation; and

Whereas, regular attendance at Board and committee meetings is essential in order to maintain continuity and cohesion in management and governance of the Wayne County Industrial Development Agency (WCIDA) and the Wayne Economic Development Corporation (WEDC); and

Whereas, the Board Attendance Policy is intended to encourage regular attendance at WCIDA and WEDC Board and committee meetings and to provide procedures to deal with any failures in such attendance; be it hereby

Resolved that the WCIDA and WEDC Boards of Directors hereby approve and adopt the Board Attendance Policy.

Moved: LeRoy

Ayes: All

Second: DeBadts

Nays: None

Loan Review Committee Report & Discussion

**Resolution Authorizing Micro Loan Fund Loan to V Technical Textiles Inc.**

Whereas, V Technical Textiles Inc. has applied for a \$27,488.70 Micro Loan Fund loan based on 90% of the project costs of \$30,543 per their loan application; and

Whereas, the staff and loan review committee have met with the Vice President & Chief Technology Officer and reviewed the application materials; and

Whereas, the loan review committee recommends a \$27,488.70 Micro Loan Fund loan at a fixed 5.25% for 5 years, with the following contingencies:

- Lien on equipment purchased with this micro loan.
- Personal Guarantees of Jeanne Hoge and William Hoge.
- Shareholder debt subordinated to IDA debt.
- Additional as suggested by attorney.

Be it hereby

Resolved that the board of the WCIDA authorizes the loan of \$27,488.70 with contingencies as presented.

Moved: Leroy

Ayes: All

Second: Havrilla

Nays: None

**Resolution Rescinding July 26, 2019 Resolution Authorizing Relocation Costs**

At the July 26, 2019 Wayne County Industrial Development Agency board meeting, the “Resolution Authorizing Relocation Costs” for Hansford Parts & Products in Macedon, NY; and

Whereas, the above-mentioned resolution was erroneously presented to the Wayne County Industrial Development Agency (WCIDA) board of directors for review and consideration instead of the Wayne Economic Development Corporation (WEDC) board of directors; and

Whereas, this resolution will be presented to the WEDC at the entity’s board of directors meeting on August 23, 2019; and

Resolved that the WCIDA board hereby rescinds the July 26, 2019 Resolution Authorizing Relocation Costs for relocation assistance of \$18,750 to Hansford Parts & Products.

Moved: Stone- Gansz

Ayes: All

Second: Havrilla

Nays: None

**Initial Project Resolution- Brick Church Solar, Sodus NY- See Attachment**

**Resolution Authorizing Billboards Promoting Wayne County Startup Pitch Competition Event**

The Wayne Economic Development Corporation is holding the inaugural Wayne County Startup Pitch Competition; and

Whereas, the Wayne County Industrial Development Agency wishes to support the promotion of this important entrepreneurial ecosystem building event by sponsoring two billboard advertising placements to be located in Wayne County for a period of two months; therefore be it

Resolved that the WCIDA board authorizes two billboard advertising placements at a cost not to exceed cost of \$4,000.

Moved: Stone-Gansz

Ayes: All

Second: DeBadts

Nays: None

**Resolution Authorizing Changes to Banking Signatories**

Whereas, the Wayne County Industrial Development Agency (WCIDA), and the Wayne Economic Development Corporation (WEDC) have multiple bank accounts including a Certificate of Deposit in a regional bank, and with the Deputy Executive Director & CFO resignation effective September 3, 2019, it is necessary to authorize changes to signature requirements; and

Whereas, since a new Deputy Executive Director & CFO has not yet been hired, the most expeditious approach to facilitate check signing is to re-authorize three of the existing signatories, Steven LeRoy, David Spickerman, and Brian Pincelli; be it hereby

Resolved that Steven LeRoy, David Spickerman and Brian Pincelli shall be the designated signatories for WCIDA and WEDC banking with Lyons National Bank, Canandaigua National Bank and Community Bank; and be it further

Resolved, that two signatures are required and any two of three signatories are authorized to sign checks in the interim; and be it further

Resolved that Sherry Handel be removed as signatory to accounts no later than September 3, 2019, the date of her effective resignation.

Moved: DeBadts

Ayes: All

Second: Brockmyre

Nays: None

**Resolution Authorization to Terminate Subrecipient Agreement with the County for Management of Revolving Loan Fund and Micro Loan Fund Programs Currently Managed by the Wayne County Industrial Development Agency**

Whereas, since 1983 and 1994 the Wayne County Industrial Development Agency (WCIDA) has been managing and administering the Revolving Loan Fund (RLF) and Micro Loan Fund programs, respectively, on behalf of Wayne County (the County); and

Whereas, the WCIDA and Wayne Economic Development Corporation (WEDC) are staffed by the Wayne County Economic Development & Planning department; and

Whereas, in an effort to organize and administer these loan fund programs in a more efficient way staff are requesting authorization to terminate the existing RLF and Micro Loan Fund agreements with the WCIDA and instead manage and administer the Revolving Loan Fund and Micro Loan Fund through the WEDC; therefore:

Be it hereby

Resolved that the board of the WCIDA authorizes the termination of existing agreements with the County and recommends that these loan funds instead be managed and administered by the WEDC.

Moved: Havrilla

Ayes: All

Second: Brockmyre

Nays: None

Wayne County Agriculture Tour- September 27, 2019 beginning at 8am

Business Retention & Expansion Report- Tanya Hasseler

Loan Balance & Aging Report- Jamie Corteville

Other Business

Next Board Meeting- Scheduled for September 20, 2019 at 9:30am

**Motion to adjourn at 10:50 am by Mr. DeBadts, seconded by Ms. Stone- Gansz**

Respectfully submitted,

Tanya Hasseler, Assistant Secretary