

FULTON COUNTY INDUSTRIAL DEVELOPMENT AGENCY

**WEDNESDAY
NOVEMBER 14, 2018
8:00 A.M.**

PLANNING DEPARTMENT CONFERENCE ROOM

MEETING NOTES

PRESENT:

JOSEPH SEMIONE, CHAIRMAN
DAVE D'AMORE, VICE CHAIRMAN
TODD RULISON, MEMBER
TIM MUNN, MEMBER
GEORGE DOHERTY, MEMBER
JANE KELLEY, MEMBER
JAMES MRAZ, EXECUTIVE DIRECTOR
KARA LAIS, FITZGERALD, MORRIS, BAKER, FIRTH PC
SCOTT HENZE, PLANNING DIRECTOR
RON PETERS, FCCRG
GREG FAGAN, FCCRG
JAMES GROFF, CHAIRMAN, FULTON COUNTY BOARD OF SUPERVISORS
JON R. STEAD, ADMINISTRATIVE OFFICER

I. INTRODUCTION OF NEW MEMBERS:

- A. George Doherty
- B. Jane Kelley
- C. See attached members list

II. MINUTES FROM OCTOBER 2, 2018 MEETING:

MOTION : Accept as presented.
MADE BY : Dave D'Amore
SECONDED : Tim Munn
VOTE : 4 in favor, 0 opposed, 2 abstained

III. BUDGET REPORT:

MOTION : Accept as presented.
MADE BY : Joseph Semione
SECONDED : Todd Rulison
VOTE : Unanimous

IV. COMMITTEE REPORTS:

A. Nominating Committee:

- No report.

B. Audit Committee:

- No report.

C. Governance Committee:

- No report.

D. Finance Committee:

- No report.

V. OTHER REPORTS:

A. Economic Development Committee: Bill Waldron

B. Fulton County Center for Regional Growth: Ron Peters

DISCUSSION: Ron Peters stated that they recently made additional presentations to real estate brokers from Albany. He stated the FCCRG has recently received four (4) RFP's. He stated several of these had to be declined. He stated he met with a site selector last week to review sites and existing buildings in the Johnstown Industrial Park. Ron Peters stated he recently met with representatives from Johnstown Renewables who asked for his assistance in marketing their property in the Johnstown Industrial Park.

Joe Semione asked Ron Peters if the recommendation made recently by the site selectors to build an incubator building in Fulton County would help the FCCRG. Ron Peters stated that he spoke with brokers recently about an incubator building. They advised that a building in the 80,000 to 100,000 sq. ft. range would be ideal. The building should have 28' to 30' ceilings. He estimated the cost of such a building to be between \$60 to \$75 per square foot. He stated it would be difficult to have such a building constructed, but if it could, it would help in his ability to attract smaller companies to Fulton County.

Joe Semione asked Ron Peters if he is able to market the Regional Business Park site at all? Ron Peters stated, "Yes." He stated he can offer that site to perspective companies who have a 1-2 year timeframe for starting its project. For companies who want to get started quicker, offering the Regional Business Park, at present, is not an option.

VI. OLD BUSINESS:

A. Proposed Pioneer Window Project:

1. Status Report:
 - Still waiting to close on project.

B. Vireo Health's Greenhouse Project:

1. Status Report:
 - At October 2, 2018 meeting, IDA Board authorized Vireo Health's electrical contractor, Current Electric, to install temporary underground electrical line as part of Vireo's new greenhouse project.
 - Total estimated cost was: \$28,180
 - Current Electric submitted final invoice: \$22,253
 - Payment has been made to Current Electric.

VII. NEW BUSINESS:

A. Proposed 2019 IDA and Tryon Budgets:

1. Background:
 - IDA Board was to approve 2019 Budget at its scheduled October 23, 2018 meeting.
 - However, a quorum was not available so no meeting was held.
 - It was agreed to have IDA Board members review the proposed Budget by e-mail.
 - On October 23, 2018, Jim Mraz emailed the proposed budget to all IDA members to review.
 - Four (4) members responded advising their approval of the proposed budget.
 - As a result, the proposed budget was filed in PARIS prior to the November 1st deadline.
2. 2019 Budget:
 - See Handout.

IDA DISCUSSION: Jim Mraz reviewed the information on the Agenda. He reviewed the proposed 2019 Budget. He asked if there were any questions. There were none.

IDA ACTION:

MOTION: To adopt the 2019 Tryon and IDA Budgets as presented.

MADE BY: Todd Rulison
SECONDED: Dave D'Amore
VOTE: Unanimous

B. Power Outage at Tryon:

1. Background:

- On October 6, 2018, there was a power outage at Tryon.
- Vireo contacted Jim Mraz of the outage. Since the existing electrical system is owned by the IDA, Jim Mraz contacted Tom's Electric to go to Tryon and determine the cause of the outage.
- Tom's Electric inspected all IDA facilities and didn't find any problems.
- National Grid arrived onsite and together with Tom's Electric determined the outage to be in National Grid's system.
- Tom's Electric shut off power to the water pump station to protect the pumps from overheating.
- Once National Grid restored power, Tom's Electric returned to Tryon to turn power back on to water booster station.

2. Invoice:

- IDA has received an invoice from Tom's Electric.
- Total Amount: \$340.00

IDA DISCUSSION: Jim Mraz reviewed the information on the Agenda. He commended Tom Gray for his prompt response to the outage.

IDA ACTION:

MOTION: To Authorize a payment of \$340.00 to Tom's Electric.

MADE BY: Joseph Semione

SECONDED: George Doherty

VOTE: Unanimous

C. Proposed Sexual Harassment Policy:

1. Background:

- In April 2018, Governor Cuomo signed a series of laws aimed at combating sexual harassment in the workplace.
- All employers are required to develop a sexual harassment prevention policy and provide sexual harassment training to all employees on an annual basis.
- All employers were supposed to have distributed a policy by October 9, 2018.
- All employees must receive training meeting State minimum standards no later than October 9, 2019.
- All new employees must receive training as soon as possible.

2. Proposed Policy:

- See Handout.

IDA DISCUSSION: Jim Mraz reviewed the information on the Agenda. He stated the proposed policy was e-mailed to all IDA members last week for their review. Kara Lais stated that the policy her firm drafted is modeled after the State's model policy. Jim Mraz stated that all employers in New York State,

including the IDA, must adopt this policy and provide training to all employees. George Doherty stated that such a policy has been in effect for larger corporations for some time now. He stated most of the training done by large corporations is done online. Jon Stead stated that Fulton County is in the process of determining how it will be providing sexual harassment training to its employees. Jim Mraz stated that he and Scott Henze would take the training that will eventually be provided by Fulton County. Jim Mraz asked if there were any further questions. There were none.

IDA ACTION:

MOTION: To adopt the proposed sexual harassment policy as presented.

MADE BY: Joseph Semione

SECONDED: Jane Kelley

VOTE: Unanimous

D. Fulton County's New Development Strategy:

1. Background:

- Fulton County just completed Vision 2026: Fulton County's Development Strategy
- This Development Strategy will be the County's blueprint for economic development over the foreseeable future.

2. Executive Summary:

- See Handout.

3. Key Recommendations:

- See Executive Summary.

4. IDA's Role in Implementing Development Strategy:

- The Development Strategy identifies two (2) particular areas Fulton County desires the IDA to be involved with:
 - 1) Implementation of Primary Development Areas.
 - 2) Develop shovel-ready sites.

IDA DISCUSSION: Jim Mraz reviewed the information on the Agenda. Jon Stead added that the completion of this Development Strategy is about a year overdue. He stated this document represents the blueprint/skeleton/outline of what Fulton County wants to accomplish over the next number of years. He stated, in 2019, the County hopes to coordinate everyone identified in the Development Strategy on implementing it. He stated the County wants to get everyone on the same page. He recommended that IDA members review the Implementation Matrix that's in the Strategy. This Matrix not only identifies recommendations but what entity should be involved with implementing that recommendation.

E. Annual Meeting:

- Annual Meeting tentatively scheduled for Tuesday, January 8, 2019.
- Conflicts?

IDA DISCUSSION: Jim Mraz asked if there would be any conflicts with the January 8, 2019 date for the Annual Meeting. Joe Semione stated that he would be out of town on the 8th. Jim Mraz stated that he

would then send alternative dates to IDA members in an e-mail and ask them to respond so that a new date for the Annual Meeting could be selected.

VIII. OTHER BUSINESS:

A. Executive Session:

1. Upon a majority vote of its total membership, taken in an open meeting pursuant to a motion identifying the general area or areas of the subject or subjects to be considered, a public body may conduct an executive session for the below enumerated purposes only, provided, however, that no action by formal vote shall be taken to appropriate public moneys:
 - i. matters which will imperil the public safety if disclosed;
 - ii. any matter which may disclose the identity of a law enforcement agent or informer;
 - iii. information relating to current or future investigation or prosecution of a criminal offense which would imperil effective law enforcement if disclosed;
 - iv. discussions regarding proposed, pending or current litigation;
 - v. collective negotiations pursuant to article fourteen of the civil service law;
 - vi. the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation;
 - vii. the preparation, grading or administration of examinations;
 - viii. the proposed acquisition, sale or lease of real property or the proposed acquisition of securities, or sale or exchange of securities held by such public body, but only when publicity would substantially affect the value thereof.**

MOTION: To go into Executive Session to discuss the proposed acquisition, sale or lease of real property or the proposed acquisition of securities, or sale or exchange of securities held by such public body, but only when publicity would substantially affect the value thereof.

MADE BY : Todd Rulison
SECOND : Dave D'Amore
VOTE : Unanimous
TIME : 8:35 a.m.

MOTION : To go out of Executive Session.

MADE BY : Todd Rulison
SECOND : Dave D'Amore
VOTE : Unanimous
TIME : 9:25 a.m.

B. 1776 Hemp:

MOTION: To authorize the Chairman to execute an Addendum of Purchase Option Agreement with 1776 Hemp to extend the Purchase Option Agreement through December 31, 2018.

MADE BY : Todd Rulison
SECONDED : Jane Kelley
VOTE : Unanimous

C. Letter of Intent for Site at Tryon Technology Park:

MOTION: To authorize the Chairman, subject to the final approval of the IDA Counsel and Executive Director, to execute a Letter of Intent with Pure Development of Indianapolis, Indiana for a site at the Tryon Technology Park.

MADE BY : Joseph Semione
SECONDED : Todd Rulison
VOTE : Unanimous

D. Wetlands Delineation:

MOTION: To authorize the Chairman to execute an Agreement with C.T. Male Associates to conduct a Wetlands Delineation Investigation at the Tryon Technology Park at a cost not-to-exceed \$10,750.

MADE BY : Dave D'Amore
SECONDED : Tim Munn
VOTE : Unanimous

IX. NEXT MEETING:

Tuesday
December 11, 2018
8:00 a.m.

X. CLOSE MEETING:

MOTION : To close the meeting.
MADE BY : Todd Rulison
SECONDED : Tim Munn
VOTE : Unanimous
TIME : 9:40 a.m.