

Chenango County Industrial Development Agency

15 South Broad Street
Norwich, New York 13815
607-334-1400

Date: May 5, 2021

From: Brian Burton

To: Jeff Blanchard
Randy Gibbon, P.E.
Michael Khoury
Pete Raymond
Martha Ryan
Taylor Zieno
George Seneck
Kevin Pole

The Evening Sun
Shane Butler, Planning Department

Subject: CCIDA Board of Directors Meeting

The May CCIDA Board meeting will begin at 8:00 a.m. on **Wednesday, May 19, 2021** at the Commerce Chenango Office, 15 South Broad Street, Norwich NY.

Facemasks are required for all attendees. Required health & safety guidelines will be followed by all attendees. If you are unable to wear a facemask, you are welcome to view the meeting via the Chenango IDA YouTube channel and the meeting will be streamed live.

All Board members are asked to be present for this meeting; if a board member cannot attend in person due to health reasons, a call-in number will be provided in advance.

Please RSVP at your earliest convenience by e-mail at jcacciola@chenangony.org. If you have any questions, please e-mail jcacciola@chenangony.org or call 607-334-5532.

Thank you.

**Chenango County IDA Board
 Regular Meeting Agenda
 May 19, 2021 | 8:00 a.m.
 Commerce Chenango, Community Room**



- I. Roll Call
- II. Approval of Minutes
 - a. April 21, 2021 Regular Meeting Minutes
- III. Financial Report
 - a. April 31, 2021 Financial Statements

IV. Bills & Invoices

Commerce Chenango (Copies, Postage, IT, Quarterly Cloud Backup)	\$ 202.67
Bond, Schoeneck & King, PLLC	\$ 75.00
DCC (Eco. Dev. Contributions)	\$ 6437.50
NYSE Economic Council (IDA Academy)	\$ 180.00
NYSEG (Airport Utilities)	\$ 533.14
Total:	\$ 7,428.31

- V. Old Business
 - a. Update: FEMA Application for Railroad Improvements
 - i. No communication from NYS&W on “future use”.
 - ii. Reviewing grants for bridge improvements
 - b. Tiffany Solar
 - c. Norbut Energy / Coventry
 - i. 6-month moratorium on Solar Projects while the Planning Board creates a local law.
 - d. High Wind Bridge (Guilford)
 - i. No PILOT application to date
 - e. Permanent Easement in Greene
 - i. No proposed payment from DOT as of 5.12.2021
 - f. Open House at Airport Building recap

- VI. New Business
 - a. Fiscal Responsibility from ABO
 - b. Lead Agency notice received from Town of Greene
 - i. SEQRA declaration for Community Solar Project – Chenango Solar
 - 1. Response needed by May 31, 2021
 - c. Proposal for Railroad use
 - d. On The Rail Processing

VII. Executive Session

VIII. Adjournment

Chenango County IDA
Board Meeting Minutes
April 21, 2021 | 8:00 a.m.
(Meeting held via Zoom)



Present: B. Burton; M. Khoury; P. Raymond; J. Blanchard; M. Ryan, T. Zieno

Staff: K. Green; J. Cacciola

Guest: S. Butler

1. Board Chair B. Burton called the meeting to order at 8:00a.m.
2. Upon review, motion to approve the March 25, 2021 Regular Meeting Minutes and March 25, 2021 Annual Meeting Minutes made by P. Raymond, seconded by M. Khoury. Ayes all. Approved.
3. K. Green discussed the March 31 Financial Statements.
 - a. Legal fees from BSK will be reimbursed, they are costs associated with the PILOT closing.
 - b. Motion to approve the March 31 Financial Statements was made by J. Blanchard, seconded by P. Raymond. Ayes all. Approved.
4. Bills & Invoices were reviewed.
 - a. Motion to approve resolution granting authority to K. Green to sign checks without board member signatures on the vouchers made by M. Khoury, seconded by P. Raymond. Ayes all. Approved.
 - i. Resolved, whereas the April 21, 2021 CCIDA Meeting is being held virtually due to COVID-19 concerns, that the Chenango County IDA Board gives Executive Director, Kerri Green, authority to sign these checks without board member signatures on the vouchers.
 - b. Motion to approve the Bills & Invoices made by M. Khoury, seconded by P. Raymond. Ayes all. Approved.
5. Old Business
 - a. K. Green provided a summary of the IDA Training Academy, held April 13th.
 - b. K. Green is working with S. Butler to coordinate an open house at the airport building.
 - c. Tiffany Solar documents are still with both parties' lawyers, to be finalized.
 - d. Cascun Farms has not provided written notice of their PILOT termination at this time.
6. New Business
 - a. K. Green met with the Department of Transportation regarding a permanent easement in Greene, where a new bridge will be constructed along the railroad.
 - b. Commerce Chenango has hired a consultant to develop a strategic plan for the organization, which will require input from all entities under the Commerce umbrella.
7. Motion to adjourn made by P. Raymond, seconded by M. Khoury. Ayes all. Approved. Meeting adjourned at 8:27 a.m.

Respectfully Submitted,

Joanna Cacciola

Joanna Cacciola
Board Recorder

County of Chenango IDA
Statement of Financial Position
April 30, 2021

	Note	April 30, 2021	December 31, 2020
ASSETS			
Current Assets			
Checking #6274	\$	16,235.37	\$ 302.89
Money Market #2574		692,801.43	701,458.92
RR Project Checking #6598		-	-
Accounts Receivable	(1)	-	-
Financing Lease	(2)	29,900.01	34,188.98
Prepaid Expense	(3)	4,423.78	4,498.10
Total Current Assets		743,360.59	740,448.89
Property and Equipment			
Land - Industrial Parks		238,000.00	238,000.00
Building - Industrial Parks		683,505.63	683,505.63
Improvements - Buildings		240,401.40	240,401.40
Improvements-Property Devel.		60,841.40	60,841.40
Less: Accumulated Depreciation	(4)	(594,876.37)	(568,192.61)
Total Property and Equipment		627,872.06	654,555.82
Total Assets		\$ 1,371,232.65	\$ 1,395,004.71
LIABILITIES AND FUND BALANCE			
Current Liabilities			
Accounts Payable	(5)	\$ 788.14	\$ 2,050.32
Total Current Liabilities		788.14	2,050.32
Long-Term Liabilities			
Total Liabilities		788.14	2,050.32
Fund Balance			
Fund Balance		1,361,907.34	1,458,983.68
Net Activity		8,537.17	(66,029.29)
Total Fund Balance		1,370,444.51	1,392,954.39
Total Liabilities & Fund Balance		\$ 1,371,232.65	\$ 1,395,004.71

Note

- (1) See Aged Receivable Listing
- (2) Cascun Financing Lease from Property for Sale/Lease
- (3) Prepaid insurance as of 12/31/20
- (4) Recorded annual depreciation thru 12/31/20
- (5) See Aged Payables Listing

County of Chenango IDA
Aged Receivables
As of April 30, 2021

Customer	0-30	31-60	61-90	Over 90 days	Amount Due
					-
	-	-	-	-	-

**County of Chenango IDA
Aged Payables
As of April 30, 2021**

Vendor		0 - 30	31 - 60	61 - 90	Over 90 days	Amount Due
Bond, Schoeneck & King, PLLC	Legal	75.00				75.00
NYS Economic Development Council	Registration	180.00				180.00
NYSEG	Airport Utilities	533.14				533.14
						-
		788.14	-	-	-	788.14

County of Chenango IDA
Statement of Activities
As of April 30, 2021

Note	April 2021 Actual	April 2021 Budget	Year to Date Actual	Year to Date Budget	Better (Worse) Budget	2021 Budget
Revenues						
Airport Building Rent	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Clark Park Rent	450.00	450.00	1,800.00	1,800.00	-	5,400.00
On The Rail Processing Rent	406.52	406.52	1,626.08	1,626.08	-	4,878.24
New Project Fees	-	-	-	1,250.00	(1,250.00)	5,000.00
BID Tax Reimbursement	-	-	250.00	250.00	-	250.00
PILOT/Project Fees						
NYS&W Project Fee	-	-	1,500.00	1,500.00	-	1,500.00
Norwich Pharm Project Fees	-	-	14,000.00	14,000.00	-	14,000.00
Norwich-Chenango Solar Project	-	-	-	1,500.00	(1,500.00)	1,500.00
Puckett Solar Project	-	-	31,000.00	50,000.00	(19,000.00)	50,000.00
Tiffany Solar Project	-	-	-	50,000.00	(50,000.00)	50,000.00
Coventry Solar Project	-	-	-	25,000.00	(25,000.00)	25,000.00
Other Income	-	-	-	1,250.00	(1,250.00)	5,000.00
Interest Income	85.40	100.00	342.51	400.00	(57.49)	1,200.00
Other Revenues						
Total Revenues	941.92	956.52	50,518.59	148,576.08	(98,057.49)	163,728.24
Expenditures						
Economic Development	6,437.50	6,437.50	25,750.00	25,750.00	-	77,250.00
Other Project Eco Dev Srvs Fees	-	-	-	4,687.50	4,687.50	18,750.00
RR Project Eco Dev Srvs Fees	-	-	-	625.00	625.00	2,500.00
Advertising & Marketing	-	416.67	591.75	1,666.68	1,074.93	5,000.00
Office Supplies/Postage	47.67	48.33	317.66	193.32	(124.34)	580.00
Software & Equipment	155.00	216.67	874.20	866.68	(7.52)	2,600.00
Travel/Training	180.00	-	180.00	-	(180.00)	-
Auditing Expense	-	-	6,800.00	6,500.00	(300.00)	6,500.00
Insurance Expense	-	-	-	-	-	7,600.00
Legal Expense	75.00	62.50	409.94	250.00	(159.94)	750.00
N. Norwich Road Tax	-	-	2,000.00	2,000.00	-	2,000.00
BID Tax	-	-	250.00	250.00	-	250.00
Airport Lease	-	750.00	-	750.00	750.00	750.00
Airport Repairs	-	83.33	-	333.32	333.32	1,000.00
Airport Maintenance	-	400.00	725.00	1,600.00	875.00	4,800.00

County of Chenango IDA
Statement of Activities
As of April 30, 2021

	Note	April 2021 Actual	April 2021 Budget	Year to Date Actual	Year to Date Budget	Better (Worse) Budget	2021 Budget
Airport Utilities		533.14	625.00	4,067.87	2,500.00	(1,567.87)	7,500.00
Special Projects		-	-	-	-	-	-
Bank Fees	(1)	-	-	15.00	-	(15.00)	-
Misc Expense		-	2,158.19	-	8,632.76	8,632.76	25,898.24
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Total Expenditures		7,428.31	11,198.19	41,981.42	56,605.26	14,623.84	163,728.24
Net revenues over expenditures		(6,486.39)	(10,241.67)	8,537.17	91,970.82	(83,433.65)	-
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Other Sources (Uses)							
Net Activity		\$ (6,486.39)	\$ (10,241.67)	\$ 8,537.17	\$ 91,970.82	\$ (83,433.65)	\$ -

Note

(1) Puckett Solar incoming wire bank fee