

Chenango County Industrial Development Agency

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

Date: August 2, 2023

From: Brian Burton

To: Jeff Blanchard
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 July CCIDA Board meeting will begin at 8:00 a.m. on **Wednesday July 16, 2023**, at the Commerce Chenango Office, 15 South Broad Street, Norwich NY.

The meeting is open to the public and will be streamed live on the Chenango County IDA YouTube Channel. The link can be found on the Chenango County IDA website: commercechenango.com.

All Board members are asked to be present for this meeting.

Please RSVP at your earliest convenience by e-mail at Jostrander@chenangony.org and if you have any questions, you may contact us at 607-334-1401.

Thank you.



**Chenango County IDA Board
Regular Meeting Agenda
August 16, 2023 | 8:00 a.m.
Commerce Chenango, Community Room**

- I. Roll Call (B. Burton)
- II. IDA Mission Statement: *Review*
- III. Approval of Minutes
 - a. July 19, 2023 Regular Meeting Minutes
- IV. Financial Report
 - a. July 31, 2023 Financial Statements
- V. Checks Sent

July Checks

Commerce Chenango: <i>Copies, Postage, BST Services, Supplies</i>	\$10,308.21
Warner's Gas Service Inc	\$441.23
Preferred Mutual	\$3,501.24
Total:	\$14,250.68

- VI. Executive Director Report
 - a. Taste of Chenango
- VII. PILOTs
 - a. Everything Bagelry
 - i. Propane changed.
 - ii. Buying Building.
 - b. Smyrna Solar Project
- VIII. Old Business
 - a. Railroad Update
 - i. Bill Acee/ Shane butler-presentation
 - b. Board Organization
- IX. New Business
 - a. Delinquent/ Past due invoices- attached.
 - i. Puckett Solar-Paid
 - ii. Alvogen
 - iii. Highbridge Wind

X. Executive Session

XI. Adjournment

**Chenango County IDA
Board Meeting Minutes
July 19, 2023 | 8:00 a.m.**



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

Absent: N/A

Staff: S. Testani; J. Ostrander; KathyJo Graves

Guest: George Seneck; S. Butler; M. Gladstone; S. Magrath

1. B. Burton called the board meeting to order at 8:00 am.
2. Roll call.
3. B. Burton read the IDA Mission Statement.
4. B. Burton re-expressed the idea of changing the mission statement.
 - a. S. Testani volunteered to draft and have the Board review at the next meeting.
5. Upon review, motion to approve May 17, 2023, Regular meeting minutes made by J. Blanchard, seconded by T. Zieno. Abstain: M. Khoury. Approved.
6. KJ reviewed the May 31, 2023, Financial Statement.
7. KJ reviewed the June 30, 2023, Financial Statement.
 - a. The transfer from the Checking to the Money Market was completed.
 - b. S. Testani informed the board that letters were sent to the delinquent PILOT projects.
 - c. B. Burton informed the board that they are better than budget as of now.
 - d. Motion to approve May 31, 2023, & June 30, 2023, Financial Statement as presented made by P. Raymond, seconded by J. Blanchard. Ayes all. Approved.
8. Bills & Invoices were reviewed in detail:
 - a. B. Burton asked about the increase from June to July. KJ informed the board there are three payroll deductions in July.
 - a. Motion to approve the Bills & Invoices made by J. Blanchard, seconded by P. Raymond. Ayes all. Approved.
9. Executive Director Report: S. Testani
 - a. S. Testani informed the board that Commerce Chenango's Annual board report is posted on our website.
 - b. S. Testani reviewed the 120 East Main Street potential project.
 - i. The project is moving forward W/a local attorney.
 - c. S. Testani reviewed the plans for Achieve and the E. Main Street building.
 - d. S. Testani reviewed the conversation with Chenango County & Arcadia Energy.
10. PILOTS
 - a. B. Burton reviewed the process and outcomes from the NY Smyrna 1 solar public hearing.
 - i. Held on June 5, 2023
 - ii. Reviewed public responses & how we answered them.

11. Motion to move into executive session to discuss contract negotiations & Personnel was made by J. Blanchard, Seconded by P. Raymond. Ayes all. Approved.
12. Motion to Adjourn was made by J. Blanchard, Seconded by M. Ryan. Ayes all. Approved.

Respectfully Submitted

Jenna Ostrander

Jenna Ostrander
Board Recorder

County of Chenango IDA
Statement of Financial Position
July 31, 2023

	Note	July 31, 2023	December 31, 2022
ASSETS			
Current Assets			
Checking #6274	\$	47,084.86	\$ 345,639.04
Money Market #2574		876,269.62	536,060.88
Accounts Receivable	(1)	206,900.15	29,469.69
Financing Leases - Current	(2)	22,705.88	22,705.88
Financing Leases - NonCurrent	(2)	35,175.84	35,175.84
Prepaid Expense	(3)	9,531.07	9,531.07
Total Current Assets		1,197,667.42	978,582.40
Property and Equipment			
Land - Industrial Parks		238,000.00	238,000.00
Building - Industrial Parks		156,402.35	156,402.35
Improvements - Buildings		-	-
Improvements-Property Devel.		-	-
Less: Accumulated Depreciation	(4)	(1,303.58)	(1,303.58)
Total Property and Equipment		393,098.77	393,098.77
Total Assets		\$ 1,590,766.19	\$ 1,371,681.17
LIABILITIES AND FUND BALANCE			
Current Liabilities			
Accounts Payable	(5)	\$ 10,749.44	\$ 4,019.56
Prepaid Rental Income	(6)	1,500.00	1,500.00
Deferred Inflow of Resources	(2)	65,398.21	65,398.21
Total Current Liabilities		77,647.65	70,917.77
Long-Term Liabilities			
Total Liabilities		77,647.65	70,917.77
Fund Balance			
Fund Balance		1,300,763.40	1,370,377.82
Net Activity		212,355.14	(69,614.42)
Total Fund Balance		1,513,118.54	1,300,763.40
Total Liabilities & Fund Balance		\$ 1,590,766.19	\$ 1,371,681.17

Note

- (1) See Aged Receivable Listing-Cascun Financing Lease moved to Accounts Receivable-sold 02/2023
- (2) Financing Leases: Norwich Meadows & Everything Bagelry
- (3) Prepaid Insurance as of 12/31/22
- (4) Recorded Annual Depreciation thru 12/31/22 & Removed Incubator Building/Added 5 Walnut Ave
- (5) See Aged Payables Listing
- (6) Everything Bagelry Security Deposit

County of Chenango IDA
Aged Receivables
As of July 31, 2023

Customer	0-30	31-60	61-90	Over 90 days	Amount Due
Everything Bagelty	1,862.03				1,862.03
High Bridge Wind LLC		155,856.94			155,856.94
Puckett Solar				24,758.00	24,758.00
Cascun Financing Lease moved to AR - will clear out from sale 02/2023	24,423.18				24,423.18
	26,285.21	155,856.94	-	24,758.00	206,900.15

**County of Chenango IDA
Aged Payables
As of July 31, 2023**

Vendor	0 - 30	31 - 60	61 - 90	Over 90 days	Amount Due
Commerce Chenango	10,308.21				10,308.21
Warner's Gas Service	441.23				441.23
	10,749.44	-	-	-	10,749.44

County of Chenango IDA

Statement of Activities

As of July 31, 2023

Note	July 2023	July 2023	Year to Date	Year to Date	Better (Worse)	2023
	Actual	Budget	Actual	Budget	Budget	Budget
Revenues						
Clark Park Rent	\$ 1,227.00	\$ -	\$ 7,035.00	\$ 1,350.00	\$ 5,685.00	\$ 1,350.00
Sale to Clark Park		-	60,000.00	60,000.00	-	60,000.00
On The Rail Processing/Cascun		-	17,646.86	-	17,646.86	-
Airport [ProTel] Utility Reimb		-	4,384.24	-	4,384.24	-
Everything Bagelry Rent	1,500.00	1,500.00	10,500.00	10,500.00	-	18,000.00
Everything Bagelry Utility Reimb	1,862.03	1,041.00	5,802.40	7,287.00	(1,484.60)	12,500.00
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		-	1,125.21	1,125.21	-	1,125.21
Puckett Solar Project		-	24,758.00	24,758.00	-	24,758.00
Tiffany Solar Project		-	1,510.00	1,510.00	-	1,510.00
Norbut Solar Coventry Project		-	-	1,500.00	(1,500.00)	1,500.00
High Bridge Wind - Guilford Solar		-	155,856.94	105,856.94	50,000.00	105,856.94
Other Income		-	-	1,250.00	(1,250.00)	2,500.00
Interest Income	2,227.01	58.00	10,004.72	410.00	9,594.72	700.00
Other Revenues						
Total Revenues	6,816.04	2,599.00	314,373.37	231,297.15	83,076.22	245,550.15
Expenditures						
Contracted Services	10,183.21	12,372.62	81,021.96	86,608.38	5,586.42	148,471.50
Project Fees to DCC		-	-	2,500.00	2,500.00	5,000.00
Advertising & Marketing		416.00	-	2,912.00	2,912.00	5,000.00
Office Supplies/Postage		50.00	-	350.00	350.00	600.00
Travel/Training	125.00	166.00	125.00	1,162.00	1,037.00	2,000.00
Auditing Expense		-	7,200.00	6,800.00	(400.00)	6,800.00
Insurance Expense		2,350.00	(5,461.57)	2,350.00	7,811.57	11,000.00
Legal Expense		-	3,777.00	500.00	(3,277.00)	1,000.00
N. Norwich Road Tax		-	2,000.00	2,000.00	-	2,000.00
BID Tax		-	250.00	250.00	-	250.00
Airport [ProTel] Utilities		-	4,384.24	-	(4,384.24)	-
5 Walnut St Bainbridge - Maintenance		167.00	2,402.39	1,169.00	(1,233.39)	2,000.00
5 Walnut St Bainbridge - Utilities	441.23	1,041.00	6,243.63	7,287.00	1,043.37	12,500.00

County of Chenango IDA
Statement of Activities
As of July 31, 2023

Note	July 2023	July 2023	Year to Date	Year to Date	Better (Worse)	2023
	Actual	Budget	Actual	Budget	Budget	Budget
Special Projects Fees Misc Exp		-	75.58	-	(75.58)	-
Bank Fees		-	-	50.00	50.00	100.00
Depreciation Expense		-	-	-	-	1,303.35
Total Expenditures	10,749.44	16,562.62	102,018.23	113,938.38	11,920.15	198,024.85
Net revenues over expenditures	(3,933.40)	(13,963.62)	212,355.14	117,358.77	94,996.37	47,525.30
Other Sources (Uses)						
Net Activity	\$ (3,933.40)	\$ (13,963.62)	\$ 212,355.14	\$ 117,358.77	\$ 94,996.37	\$ 47,525.30

Note

Mission Statement Review

I. Previous Statement

- a. *“Our mission is to promote, develop, encourage, and assist in the acquiring, constructing, reconstructing, improving, maintaining, equipping and furnishing industrial, manufacturing, warehousing, commercial, agricultural, research and recreation facilities including industrial pollution control facilities, green energy solutions, educational or cultural facilities, railroad facilities, and continuing care retirement communities. To provide financial assistance and thereby advance the job opportunities, workforce development, job growth and retention, health, general prosperity, and economic welfare of the people of the county of Chenango and to improve their recreation opportunities, prosperity, and standard of living.” (Approved 3/29/2023)*

II. New Statement

- a. It is the mission of the Chenango County Industrial Development Agency to advance the health, prosperity and welfare of the county’s citizens by helping to retain, create and attract new businesses through appropriate investments and incentives