

TOWN OF LOCKPORT INDUSTRIAL DEVELOPMENT AGENCY  
**BOARD OF DIRECTORS**

Meeting Minutes August 18<sup>th</sup>, 2022

**1.0 Roll Call**

**Present** – Treasurer Robert Runk, Secretary Jeanine Chatt, Board Member Daniel Antkowiak and Darlene DiCarlo.

Legal Counsel – Dan Seaman and Administrative Director – Thomas Sy.

**Excused** – Chairman Todd Fragale, Vice Chairman Eric Connor, Board Member Harry Anderson

**CALL TO ORDER:**

The regular August Board meeting was called to order at 8:06 am by Acting Chair Robert Runk.

**2.0 SECRETARY’S REPORT:**

On a motion by Mrs. DiCarlo, seconded by Mr. Antkowiak, the minutes of the July 14<sup>th</sup> Board Meeting were approved. Vote 4-yes, 0-no, unanimous.

**3.0 TREASURER’S REPORT:**

Mr. Runk reviewed for the Board the July 31<sup>st</sup> financial statements. His review covered the Income Statement, Statement of Cash Transactions, and Balance Sheet. On the Income Statement, Mr. Runk completed a general review of the previous month’s expenditures. Expenditures totaled \$4289.95 for the month and the surplus year-to-date is \$43,213.45. As concerns the Statement of Cash Transactions, Mr. Runk noted the slight increase in interest earned and balance of cash at the end of the month was \$1,761,961.33. Concerning the Balance Sheet, Mr. Runk highlighted the prepaid expense, the checking and savings account balances and the total liabilities, investment in fixed assets and fund balance equaling \$2,775,776.02 as of July 31<sup>st</sup>. On a motion by Mrs. Chatt, seconded by Mrs. DiCarlo, the report was approved as presented. Vote 4-yes, 0-no, unanimous.

Mr. Runk reviewed the monthly bills for August 2022 that totaled \$8,237.31. It was noted that the payment to Web Essentials (the former web hosting firm) was for January through March prior to the transition to Northshore. On a motion by Mr. Runk, seconded by Mrs. DiCarlo, the Board of Directors approved payment of the bills.

**4.0 ADMINISTRATIVE DIRECTOR’S REPORT:**

Mr. Sy reviewed highlights of his submitted report for the month of July and early August.

Mr. Sy announced that the spring/early summer brush hogging of the IDA Park is complete. He also had the Town Highway Department brush hog the IDA Land on Ruhlmann Rd.

Mr. Sy noted that a new Plant Manager has begun at Avient/Polyone and that he plans to reach out early next week.

Mr. Sy also announced that the filing of 2 grants for the Town in conjunction with Wendel for an Engineering Planning grant and a Culvert Mapping project via the CFA are complete and submitted.

Mr. Sy reported that he had toured the STAMP Park in Oakfield with the CEO of the Genesee County IDA. He also learned of their plans for the @1200-acre park and toured the progress to

date on Plug Power's Hydrogen plant. Mr. Sy distributed a related summary of the 3 likely tracks of acceptable submittals under the State's FAST grant coming up this fall. The Town of Lockport IDA will submit under Track B for pre-development grants for IDA Park South.

Mr. Sy noted that he realized the Town of Lockport Economic Development website lacked a staff page. This oversight was corrected with a simple page created by Mr. Sy and Northshore Solutions. That staff page is now live on the site.

Mr. Sy had distributed updated pictures of the progress on Bison Bag's warehouse expansion project earlier in the week via email. He distributed an internal warehouse photo at the Board meeting.

Mr. Sy reported that he had recently met with NYSEG's new Government Affairs and Community Relations Manager – Chris Knospe. Mr. Sy has a long-standing working relationship with Mr. Knospe and he noted the concerns re: NYSEG that he shared.

Lastly, Mr. Sy noted he had attended a few recent sessions on Empire State Development's DRI and new NY Forward programs. While it was clear the Town would never qualify for DRI money it was hoped the newly launched NY Forward would be a fit. It still is not clear but the NY Forward program has requirements that, at least at this point, the Town would not meet.

**5.0 ATTORNEY'S REPORT:**

Mr. Seaman asked that the July minutes be amended to contain a copy of the full Renewable Energy Inducement Resolution

**6.0 OLD BUSINESS:**

No report.

**7.0 EXECUTIVE SESSION:**

A motion was made by Mrs. DiCarlo to enter into Executive Session for purposes of consultation with Attorney at 8:22 am. Motion seconded by Mrs. Chatt. A motion was made by Mrs. Chatt to exit Executive Session at 8:32 am. Motion seconded by Mr. Antkowiak.

**8.0 NEW BUSINESS:**

No report.

**9.0 NEXT MEETING:**

The next meeting of the IDA Board will be on September 8<sup>th</sup> at 8am. Board members should alert Mr. Sy if they are unable to attend.

**10.0 ADJOURNMENT:**

On a motion by Mrs. DiCarlo, seconded by Mrs. Chatt, the Board voted to adjourn at 8:34 am. Vote 4-yes, 0-no, unanimous.

Respectfully submitted,

Jeanine Chatt  
Board Secretary