



# Salamanca Industrial Development Agency

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## **SUMMARY OF MINUTES MEETING FOR AGENCY BOARD October 3, 2017 4:30 P.M.**

### **CALL TO ORDER**

Board Member Tim Flanigan called the meeting to order at 4:30 P.M.

*Board Members:*, Tim Flanigan, Michael Zaprowski, David Skiba, Sandra Hill, and John Schey

*Board Members absent:*

*Attorney:* William Gabler

*Employees:* Ruthe Riehle

*Guest:* Jara Cardinal

*Press:* None

### **APPROVAL OF MINUTES**

Michael Zaprowski made a motion to approve the September 12, 2017 minutes, David Skiba Seconded the motion.

Ayes: Tim Flanigan, John Schey, Michael Zaprowski, David Skiba, and Sandra Hill

Nays: None. Motion Carried

### **APPROVAL OF REPORT, TRANSFERS AND PAY BILLS**

Tim Flanigan made a motion to approve the September 2017 abstracts. Michael Zaprowski seconded the motion.

Ayes: John Schey, Tim Flanigan, Michael Zaprowski, David Skiba and Sandra Hill,

Nays: None. Motion Carried

### **OLD BUSINESS**

Regarding the 2009 Hebden Loan: Brian and Julie Hebden responded to the correspondence from Mr. Gabler. Brian Hebden stated that they have full intention to repay of \$5,750.00 plus 3% interest as soon as they sell the property. Ruthe Riehle contacted Brain Hebden back and requested that he state that in writing for our audit report.

The Board agreed to rent 270 Rochester Street to Monroe Table at \$1.00 per sq ft \$963.67 for 5 years. With option for 5 additional years at the current market rent rate. Monroe agrees to do all reconditioning of the interior of the building to fit their needs. Monroe table will be responsible for all of the utilities and the maintenance of the yard and snow removal of their area. The Board is requiring a security deposit of one month's rent (\$963.67). A \$100. Late fee will be added to the rent if later than 10 days of the first day of the month.

The IDA will continue to take care for the roof as needed and will install additional heating to insure that a temperature of 65 is maintained for the comfort of the employees.

### **NEW BUSINESS**

A motion was made by Michael Zaprowski to contract with Jara Cardinal to assist in the development of the Salamanca Rail Road Museum's Mission statement, Strategic Plan and the Five Year Plan for the Museum. \$3,000 will be set aside from the UDAG account; \$2,500 for Jara Cardinal's Service and \$500. for miscellaneous expense. Sandra Hill Second the motion.

Ayes: John Schey, Tim Flanigan, Michael Zaprowski, David Skiba and Sandra Hill,  
Nays: None. Motion Carried

Tim Flanigan made a motion to approve the Journal Entry for \$10,000 made on September 21, 2017. David Skiba Second the motion.

Ayes: John Schey, Tim Flanigan, Michael Zaprowski, David Skiba and Sandra Hill,  
Nays: None. Motion Carried

### **SECTION 8 PROGRAM**

#### **EXECUTIVE SESSION**

#### **ADJOURNMENT**

Tim Flanigan made a motion to adjourn at 5:50 p.m. John Schey seconded the motion.

Ayes: Tim Flanigan, John Schey, Sandra Hill and Michael Zaprowski,  
Nays: None. Motion Carried

Respectfully submitted,  
Ruthe Riehle, *SIDA Fiscal & Program Administrator*