



Salamanca Industrial Development Agency

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SUMMARY OF MINUTES MEETING FOR AGENCY BOARD

**June 12, 2018
4:00 P.M.**

CALL TO ORDER

Board Member David Skiba called a combined meeting to order at 4:04 P.M. of the Salamanca IDA and The Salamanca Area Development Corp.

Board Members: , , Thomas Cole, Michael Zaprowski, Tim Flanigan and David Skiba

Board Members absent: Brook Baker

Attorney: William Gabler

Employees: Ruthe Riehle

Guest: Halley Knottwitz

Press: None

EXECUTIVE SESSION

A motion was made to go into executive session at 4:05 pm

A motion was made to come out of executive session 5:00 pm

Halley Kottwitz left the meeting at 5:00 pm

Based on the information provided to the IDA Board of directors denied Salamanca Sales loan request for \$125,000 due to incomplete financials, the lack of a projections on the project and or contractor bids and the ability to create and retain one job for every \$10,000 borrowed.

Ayes: None

Nays: Thomas Cole, Michael Zaprowski, Tim Flanigan and David Skiba, Motion Carried

APPROVAL OF MINUTES

Michael Zaprowski, made a motion to approve the Salamanca IDA's May 8, 2018 minutes, David Skiba, Seconded the motion.

Ayes: Thomas Cole, Michael Zaprowski, Tim Flanigan and David Skiba,

Nays: None. Motion Carried

APPROVAL OF REPORT, TRANSFERS, JOURNAL ENTRYS AND PAY BILLS

David Skiba made a motion to approve the May 2018 Abstracts for the IDA and the SADC Thomas Cole Seconded the motion.

Ayes: Thomas Cole, Michael Zaprowski, Tim Flanigan and David Skiba,

Nays: None. Motion Carried

David Skiba made a motion to authorized Ruthe Riehle to post the recurring Journal entries on a monthly bases. Thomas Cole Seconded the motion.

Ayes: Thomas Cole, Michael Zaprowski, Tim Flanigan and David Skiba,

Nays: None. Motion Carried

OLD BUSINESS

Due to the IDA has not received any other job estimates a motion was made by Tim Flanigan to approve Seneca Construction in the repairs of all pot holes in the 270 Rochester Street Parking lot. Per job estimate April 20, 2018 for Drop and roll patching for \$1,400. Disclosure of interest: the owner of Seneca Construction is the husband of Joanne Hoag in the IDA office. Mike Zaprowski second the motion

Ayes: Thomas Cole, Michael Zaprowski, Tim Flanigan and David Skiba,

Nays: None. Motion Carried

Tim Flanigan motion to approve the Phone pole taken on April 20, 2018 for Monroe tables \$30,000 David Skiba second the motion

Ayes: Michael Zaprowski, Tim Flanigan and David Skiba,

Abstained: Thomas Cole was unable to be contacted for the Phone pole

Nays: None. Motion Carried

Due to no other contractor submitted a proposal a motion by David Skiba was made to approve Peterson roofing Co., INC proposal to repair the Salamanca RR Museum for \$9,870. Seconded by Thomas Cole

Ayes: Thomas Cole, Michael Zaprowski, Tim Flanigan and David Skiba,

Nays: None. Motion Carried

NEW BUSINESS

Halley Kottwitz, STEDO Administrator suggested that the IDA/SADC Review their loan polices and procedure. She gave us a copy of their current policy to review.

A motion was made by Michael Zaprowski to renew the lease at 117 Main Street with UPMC Great Lakes Physician Practice, P.C. for one more year starting august 1, 2018 at \$2,143.59 per month. Thomas Cole second the motion.

Ayes: Thomas Cole, Michael Zaprowski, Tim Flanigan and David Skiba,

Nays: None. Motion Carried

SECTION 8 PROGRAM

Shayla Adamic, is a junior at Finger Lake College. She is the summer intern for the Housing choice Voucher program. Shayla is Ruthe Riehle's granddaughter.

A motion was made by Thomas Cole to allow Shayla Adamic to apply for the Family Unification Program (FUP) Grant. This grant provides funding to the PHA's using the Housing choice Vouchers (HCV) program to provide HCV housing assistance to:

- 1) Families for whom the lack of housing is a primary factor in the placement of the family's child in out-of-home care; or the delay in the discharge of the child to the family from out-of-home care; and
- 2) Youth 18 to 24 years of age who left foster care, or will leave foster care within 90 days, and are homeless or are at risk of becoming homeless.

Tim Flanigan second the motion

Ayes: Thomas Cole, Michael Zaprowski, Tim Flanigan and David Skiba,
Nays: None. Motion Carried

A motion was made by David Skiba to pay the HAPPY Software Support annual Renewal in the amount of \$5,984, Michael Zaprowski seconded the motion

Ayes: Thomas Cole, Michael Zaprowski, Tim Flanigan and David Skiba,
Nays: None. Motion Carried

ADJOURNMENT

Thomas Cole made a motion to adjourn at 5:55 p.m. David Skiba seconded the motion.

Ayes: Thomas Cole, Michael Zaprowski, Tim Flanigan and David Skiba,
Nays: None. Motion Carried

Respectfully submitted,
Ruthe Riehle, *SIDA Managing Director*