

FULTON COUNTY INDUSTRIAL DEVELOPMENT AGENCY

THURSDAY
APRIL 23, 2015
8:00 A.M.

PLANNING DEPARTMENT CONFERENCE ROOM

AGENDA

PRESENT:

___ TODD RULISON, CHAIRMAN
___ JOSEPH SEMIONE, VICE CHAIRMAN
___ WILLIAM SULLIVAN, TREASURER
___ JOE GILLIS, SECRETARY
___ DIANA PUTNAM, MEMBER
___ DAVE D'AMORE, MEMBER
___ JAMES MRAZ, IDA EXECUTIVE DIRECTOR
___ RON PETERS, PRESIDENT, FULTON COUNTY CRG
___ BILL WALDRON, LIAISON, ECONOMIC DEVELOPMENT COMMITTEE
___ JON STEAD, ADMINISTRATIVE OFFICER

I. MINUTES FROM MARCH 26, 2015 MEETING:

MOTION :
MADE BY :
SECONDED :
VOTE :

II. BUDGET REPORT:

MOTION :
MADE BY :
SECONDED :
VOTE :

III. COMMITTEE REPORTS:

A. Nominating Committee:

- No report.

B. Audit Committee:

- No Report.

C. Governance Committee:

- No report.

D. Finance Committee:

- No report.

IV. OLD BUSINESS:

A. Tryon Technology Park and Incubator Center Project:

1. Roof Leaks in Building 3:

a. Roof leaks developed in Building 3 over the past winter:

- 1) Cafeteria
- 2) Hallway
- 3) Gym (2)
- 4) Auditorium

- All leaks are around roof drains. It appears that each roof drain needs to be replaced as well as piping beneath drains.
- The leaks will cause damage to the building if not repaired soon.

b. IDA's Procurement Policy:

- Section 3 of the IDA's Procurement Policy states the following method of procurement shall be used when required by this Policy in order to achieve the highest quality and savings:

Estimated Amount of Purchase
\$1,000 - \$1,999
\$2,000 and above

Method Required
3 verbal or written quotations
3 written/fax quotations

- Section 4 of the IDA’s Procurement Policy titled: Circumstances where Solicitation of Alternative Proposals and Quotations are not in the Best Interest of the Agency,” states that pursuant to Section 104-b(2)(f) of the General Municipal Law, this policy may contain circumstances when, or types of procurement for which, in the sole discretion of the members of the Agency, the solicitation of quotations will not be in the best interest of the Agency. In the following circumstances, it may not be in the best interest of the Agency to solicit quotations or document the basis for not accepting the lowest bid:

(B) Emergency Purchases pursuant to Section 103(4) of the General Municipal Law:
Due to the nature of this exception, these goods or services must be purchased immediately and a delay in order to seek alternate proposals may threaten the life, health, safety or welfare of the public. This section does not preclude alternate quotations if time permits.

c. Quote:

- Correll Roofing/Adirondack Mechanical inspected the leaks and submitted a quote to replace/repair the roof drains/pipes.
- Total Quote: \$

d. It is recommended that the IDA authorize this work as an emergency repair per Section 4 of the IDA’s Procurement Policy.

IDA DISCUSSION:

IDA ACTION:

MOTION:

MADE BY:

SECONDED:

VOTE:

2. Lawn Mowing:

a. Quotes due on April 29, 2015.

V. NEW BUSINESS:

A. Comptroller's Audit:

1. In December 2013, the IDA was notified by the NYS Comptroller's Office that they would be auditing financial records of the IDA.
2. In 2014, Auditors from the NYS Comptroller's Office spent three (3) months reviewing all financial records of the IDA.
3. An Exit Conference was held on June 6, 2014. At that Exit Conference, Auditors reviewed their findings from their review of the IDA's financial records. The IDA was advised that the Audit Report would be ready in 2-3 months.
4. On April 16, 2015, the Comptroller's Office released its draft Audit Report. Given that it found little to comment on regarding the IDA's financial records, the draft Audit Report focused on only one (1) issue: PILOT's
5. The draft Audit Report examined internal controls over project monitoring from January 1, 2012 to April 30, 2014.
6. Proposed Audit Response/Corrective Action Plan to be submitted to Comptroller's Office.

- See Handout.

IDA DISCUSSION:

IDA ACTION:

MOTION: To authorize the Chairman to execute and submit the Audit Response/Corrective Action Plan to the NYS Comptroller's Office.

MADE BY:

SECONDED:

VOTE:

B. Letter of Resignation:

- George Bevington has submitted his Letter of Resignation effective April 30, 2015.

IDA DISCUSSION:

IDA ACTION:

MOTION: To accept with regrets the resignation of George Bevington.

MADE BY:

SECONDED:

VOTE:

C. Executive Session:

1. Upon a majority vote of its total membership, taken in an open meeting pursuant to a motion identifying the general area or areas of the subject or subjects to be considered, a public body may conduct an executive session for the below enumerated purposes only, provided, however, that no action by formal vote shall be taken to appropriate public moneys:
 - i. matters which will imperil the public safety if disclosed;
 - ii. any matter which may disclose the identity of a law enforcement agent or informer;
 - iii. information relating to current or future investigation or prosecution of a criminal offense which would imperil effective law enforcement if disclosed;
 - iv. discussions regarding proposed, pending or current litigation;
 - v. collective negotiations pursuant to article fourteen of the civil service law;
 - vi. the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation;
 - vii. the preparation, grading or administration of examinations;
 - viii. the proposed acquisition, sale or lease of real property or the proposed acquisition of securities, or sale or exchange of securities held by such public body, but only when publicity would substantially affect the value thereof.**

MOTION: To go into Executive Session to discuss, **“the proposed acquisition, sale or lease of real property or the proposed acquisition of securities, or sale or exchange of securities held by such public body, but only when publicity would substantially affect the value thereof.”**

MADE BY :
SECOND :
VOTE :
TIME :

MOTION : To go out of Executive Session.
MADE BY :
SECOND :
VOTE :
TIME :

VI. CLOSE MEETING:

MOTION :
MADE BY :
SECONDED :
VOTE :
TIME :