



ECONOMIC DEVELOPMENT CORPORATION

Tuesday, April 19, 2022

Board Members Present	Board Members Excused
Robert Solenne, Chair	Supervisor Fred Lightfoote
Erica Wright, Vice Chair	
Joseph Bridgeford	
Supervisor Peter Ingalsbe	
Karen Parkhurst	
Lynn Freid (via Zoom)	Guests
Supervisor Fred Wille	Michael Sykes, OC Workforce Development (via Zoom)
Kevin Hill, Treasurer	Marc LaJeunesse, Agro Research (via Zoom)
David Linger	
Walt Matyjas	
Non-Board Members Present	
Suzanne Vary, Interim Executive Director	
Bob Mincer, Staff	Contract Staff
Jessica Kazmark, Staff	Ed Russell III, Underberg & Kessler
Michael Wojcik, CFO	
Brigitte Larson, Secretary	

CALL TO ORDER: Chair Rob Solenne called the meeting to order at 8:30 a.m. A quorum was present.

OLD BUSINESS:

Agro Research request:

Suzanne Vary introduced Marc LaJeunesse, founder and CEO of Agro Research. Agro specializes in developing eco-friendly formulations that assist the growth and quality of food and grasses. Sue explained that the New York division was closed and that Ed Russell had sent a demand letter.

Marc LaJeunesse stated that operations will be brought back to the Town of Seneca location and that he plans to hire more employees for the building. Marc also explained that when the pandemic began, not only did sales come to a halt but many employees were lost due to various circumstances, including lack of childcare and mental health. Due to the loss of employees, the Geneva building has been left empty for some time. Marc is in the process of establishing a fungi operation at the Seneca facility and has been working with Cornell and a Canadian company. Marc also emphasized that it has been difficult to find employees but two new bookkeepers have been hired. The Company is requesting a six month deferral of principal and interest payments.

It was determined that the Company's total balance due is over \$107,000 between GAIN and RLF, including \$40,000 in late fees. The Board would like to see updated financials and referred the request to the Finance Committee for review.

Marc LaJeunesse exited the meeting at 8:47 a.m.

Workforce Development Report:

Michael Sykes from Ontario County Workforce Development presented a report on how OCEDC funds were spent to the Board. He stated that there has been a lot of interest and that there is a need for on-the-job training. Mike's report had numerous technical jobs, including a few from Vertex Optics and Surmotech. The report also highlighted a variety of businesses and sectors. Obligated funds totaled \$28,694.37 and Workforce Development requested disbursement of the \$40,000 budgeted for this year.

Mike Sykes exited the meeting at 8:53 a.m.

Bio Works intercreditor agreement:

Ed Russell informed the Board that BioWorks is looking to pay off one of their SBA loans with a new loan from Tompkins Bank. This will require the EDC to authorize Rob Solenne to sign the agreement. Suzanne Vary indicated that the Company is in good standing and reports their statements monthly.

Kevin Hill made a motion to authorize execution of the intercreditor agreement for BioWorks. Karen Parkhurst seconded the motion. Unanimously approved. Motion carried.

CDBG CARES Act funding:

Suzanne Vary gave the Board a brief update regarding the CDBG CARES Act funding. Sue stated that the total funds of \$900,000 have been used. An amended application will be submitted to the OCR for what is in the pipeline. Sue will be presenting a resolution to the Board of Supervisors for approval of the amendment. It was discussed that the funds have helped numerous businesses in Ontario County.

FTZ 289 Annual Report:

Bob Mincer presented the FTZ 289 Annual Report to the Board and also mentioned that the website and form has been updated. Bob stated that Velocity Outdoors has increased 20% over the last three years and that \$131,652,303 worth of materials were shipped from the zone. \$120,820,307 of material was received by 289-00A, of which 42% was domestic status and 58% was foreign status. Bob also indicated that he will be reaching out to Velocity to inquire about their savings with the FTZ. He will also attempt to meet with a few other companies and municipalities to explore additional FTZ opportunities and hold a seminar with Mohawk Global in June.

Economic Developer search:

Rob Solenne shared that the position had been previously offered to two individuals, however; the applicants declined the offers. There will be a third set of interviews next week and Rob will keep the Board informed.

Hybrid Meetings:

Ed Russell stated that virtual meetings will be conducted as is until June 8th. This means that Board members can attend via Zoom or in person for the time being. After June 8th extraordinary circumstances would be the only allowance for meeting virtually. A quorum would still need to be in person. Ed will have an update for the Board at the May meeting.

ADMINISTRATION:

March 15, 2022 Minutes:

Rob Sollenne presented the March 15, 2022 minutes for approval.

Supervisor Fred Wille made a motion to approve the March 15, 2022 minutes as presented. Joe Bridgeford seconded the motion. Unanimously approved. Motion carried.

Invoices for Payment:

Michael Wojcik reviewed and submitted the invoices for payment for approval, which included 5 invoices totaling \$49,457.34.

Karen Parkhurst made a motion to approve the invoices for payment. Erica Wright seconded the motion. Motion unanimously carried.

Committee charters:

Joe Bridgeford explained that each committee should meet and review their Charters and refer them to the Governance Committee for final approval.

Questions on Informational Reports:

There were no questions.

Kevin Hill made a motion to approve all financial reports as presented. Supervisor Peter Ingalsbe seconded the motion. Unanimously approved. Motion carried.

Open Discussion:

Karen Parkhurst spoke about affordable housing in Ontario County and commented that she has been working with Mike and Sue. Karen shared that there are currently 400 people on the Geneva Housing Authority's Section-8 wait list, highlighting the immediate need for affordable housing in the county. Transportation was also discussed briefly.

ADJOURNMENT:

Walt Matyjas made a motion to adjourn at 9:54 a.m. Erica Wright seconded the motion.

Unanimously carried.

Respectfully submitted,

Brigitte Larson, Staff