

Onondaga County Industrial Development Agency
Regular Meeting Minutes
November 12, 2009

The regular meeting of the Onondaga County Industrial Development Agency was held on Thursday, November 12, 2009 at the Eastside Business Center, 1201 East Fayette Street, Syracuse, New York.

Vice Chairperson Karen Kitney called the meeting to order at 8:06 a.m. with the following:

PRESENT:

Karen Kitney
Russell Andrews
William Towsley
David Knapp
Dale Sweetland

DELAYED:

Robert Baldwin
Donna DeSiato

ABSENT:

ALSO PRESENT:

Mary Beth Primo, Executive Director, Agency
Gregory Hitchin, Business Development Manager, Office of Economic Development
Kim Hall, Management Analyst, Office of Economic Development
Carolyn May, Sr. Economic Development Specialist, Office of Economic Development
Deanna Hornyak, Administrative Intern, Office of Economic Development
Kristi Smiley, Program Analyst, Management & Budget
Karen Doster, Recording Secretary
Mark Arbon, Agency Counsel, Gilberti Law Firm
Kathy Alaimo, Syracuse Label
Mark Howard, Syracuse Label
Judy Story, Syracuse Label
Ed Petruniak, Tessy Plastics Corporation
Tom Donahue, New York Family Business Center
Phil Franco, New York Family Business Center
Donna Herlihy, New York Family Business Center
Rebecca Livengood, Onondaga Citizen's League
Doug Southerland, Onondaga Citizen's League

APPROVAL OF REGULAR MEETING MINUTES – OCTOBER 8, 2009

Upon a motion by William Towsley, seconded by David Knapp, the OCIDA Board approved the minutes of October 8, 2009 regular meeting. Motion was carried.

(Robert Baldwin arrived at meeting.)

TREASURER'S REPORT

Kim Hall gave a brief review of the OCIDA investments and accounts for the month of October 2009.

Upon a motion by David Knapp, seconded by Russell Andrews, the OCIDA Board approved the Treasurer's Report for the month of October 2009. Motion was carried.

PAYMENT OF BILLS – SCHEDULE # 326

Kim Hall gave a brief review of the Payment of Bills, Schedule #326.

Upon a motion by David Knapp, seconded by William Towsley, the OCIDA Board approved the Payment of Bills Schedule #326 with General Expenses being \$118,947.38, Marketing Expenses being \$896.35 and PILOT payment to Solvay Union Free School District for \$33,941.00. Motion was carried.

SYRACUSE LABEL – APPLICATION TO THE EMPLOYEE PRODUCTIVITY PROGRAM

The Company was represented by Kathy Alaimo, President, Mark Howard, Vice President of Graphic Services and Judy Story, QC Manager. Syracuse Label prints pressure sensitive labels and related products. It is a sole manufacturing facility with operations, including its headquarters, distribution and administrative support based in Liverpool. The company is requesting an EPP grant of \$5,500 to fund the training of 12 employees in Backstage Tools Integration for Prepress Manager's Software. The total cost of training is \$11,000.

Upon a motion by Karen Kitney, seconded by David Knapp, the OCIDA Board approved a resolution accepting an application to the Employee Productivity Program from Syracuse Label for \$5,500 as part of an \$11,000.00 program to provide training to 12 employees in Backstage Tools Integration for Prepress Manager's Software. Motion was carried.

TESSY PLASTICS CORPORATION – APPLICATION TO THE EMPLOYEE PRODUCTIVITY PROGRAM.

The Company was represented by Ed Petruniak, Vice President of Finance and Administration. Tessy Plastics Corporation is a local company that provides precision custom injection molding services. The Company is requesting an EPP grant of \$712.50 to fund fifty percent of the cost of training to no fewer than three employees on Enhanced Clean Room Operation. The total cost of training is \$1,425.

(Donna DeSiato arrived at meeting.)

Upon a motion by William Towsley, seconded by David Knapp, the OCIDA Board approved a resolution accepting an application to the Employee Productivity Program from Tessy Plastics Corporation for \$712.50 as part of a \$1,425.00.00 program to provide training to no fewer than three employees on Enhanced Clean Room Operation. Motion was carried.

NEW YORK FAMILY BUSINESS CENTER – REQUEST TO AMEND THE MEMORANDUM OF UNDERSTANDING BETWEEN THE AGENCY AND THE SYRACUSE CHAMBER OF COMMERCE

Upon a motion by Karen Kitney, seconded by Donna DeSiato, the OCIDA Board approved a resolution approving an amendment to the Memorandum of Understanding permitting the Chamber to allocate up to \$12,000 for compensation expenses of the Executive Director. Motion was carried.

ALLRED & ASSOCIATES – CLOSING RESOLUTION

Upon a motion by David Knapp, seconded by Dale Sweetland, the OCIDA Board approved a resolution authorizing the signature by an officer of the Agency of the documents necessary to amend the 2007 Lease Agreement with Allred & Associates to incorporate a project consisting of

the constructing and equipping of a 5,400 square foot manufacturing facility located at 321 Route 5 West in the Town of Elbridge, adjacent to the existing manufacturing and office building the company occupies. Motion was carried.

SWIFT TRANSPORTATION COMPANY, INC. - RECONVEYANCE

Upon a motion by Donna DeSiato, seconded by Karen Kitney, the OCIDA Board approved a resolution authorizing as of December 31, 2009, the termination and reconveyance of the Swift Transportation Company, Inc. project facility, located in the Beacon North Development, Northern Boulevard, Town of Cicero and authorizing an officer of the Agency to sign the necessary documents. Motion was carried.

TJ SHEEHAN DISTRIBUTING, INC. - RECONVEYANCE

Upon a motion by Karen Kitney, seconded by Russell Andrews, the OCIDA Board approved a resolution authorizing the termination and reconveyance of the TJ Sheehan Distributing, Inc. facility located at 225 Commerce Boulevard in the Town of Salina, and authorizing an officer of the Agency to sign the necessary documents. Motion was carried.

DISCUSSION ITEMS

RETHINKING I-81 – PRESENTATION BY THE ONONDAGA CITIZEN’S LEAGUE

Rebecca Livengood and Doug Southerland gave a summary of a report done by the Onondaga Citizen’s League that considers the impact of relocating sections of Interstate 81.

EMPLOYEE PRODUCTIVITY PROGRAM – REVIEW OF PROPOSED PROGRAM GUIDELINES

Mary Beth Primo reviewed the proposed changes to the Employee Productivity Program.

Upon a motion by Karen Kitney, seconded by David Knapp, the OCIDA Board approved a resolution to amend the Employee Productivity Program guidelines to include the proposed changes. Motion was carried.

2009 OCIDA EMPLOYMENT SURVEY

Mary Beth Primo reviewed the findings of the 2009 Employment Survey.

Upon a motion by Karen Kitney, seconded by David Knapp, the OCIDA Board adjourned the regular Agency meeting at 9:28 am. Motion was carried.

Mary Beth Primo, Executive Director