



ECONOMIC DEVELOPMENT CORPORATION

Tuesday, May 10, 2022

Board Members Present	Board Members Excused
Robert Solenne, Chair	Lynn Freid
Joseph Bridgeford	David Linger
Supervisor Peter Ingalsbe	Walt Matyjas
Supervisor Fred Wille	Kevin Hill, Treasurer
Supervisor Fred Lightfoote	Karen Parkhurst
	Erica Wright, Vice Chair
	Guests
	Christopher DeBolt, County Administrator
	Dan Rao, Assured Edge Solutions
	Gina Marie Mangiamele, SBDC
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	Mike Manikowski, Consultant (via Zoom)
Brigitte Larson, Secretary	

CALL TO ORDER: Chair Rob Solenne called the meeting to order at 8:30 a.m. A quorum was not present.

PUBLIC HEARING:

Suzanne Vary read the Public Hearing Notice for hybrid meetings and opened the floor for public comments. It was determined that the public hearing can stay open throughout the Board meeting.

NEW BUSINESS:

Introduce Ryan Davis:

Rob Solenne introduced Ryan Davis, the new Economic Developer for Ontario County. Ryan has begun his third week in the position and with the help of Suzanne Vary and Mike Manikowski has already made numerous connections. Ryan is also enrolled in a basic Economic Developer course provided by the NYS Economic Development Council. He will attend this four day course at the end of June.

It was discussed that Ryan would like to meet with each Board member individually or in a small group. Availability will be determined and the team will work to schedule these meetings.

OCEDC Executive Director:

Due to the lack of a present quorum, this matter will be voted on at the next EDC meeting.

OLD BUSINESS:

Assured Edge Solutions:

Suzanne Vary reminded the Board of Assured Edge Solutions and reintroduced Dan Rao. The Company would like to amend their existing loan with the OCEDC to meet their needs of acquiring new equipment, as their business model had modified.

Dan Rao gave the Board a brief history on the Company, which was founded in 2012. In 2017 the Company moved to the Geneva Tech Farm where it currently occupies 4,000 ft² of the facility. Dan stated that currently there are 10 FTEs, while at one point there were 12. The Company specializes in dehydrating, blending and processing and holds 12 SKUs with Wegmans for their frozen goods. Dan also shared that co-packing and co-manufacturing has recently been added to their work, as COVID accelerated the growth due to online retailers of spices and blends. This growth brings the need to increase capacity and efficiency as well as additional employees in factory labor, as well as HR and development. In addition, Dan shared that not only is their average minimum wage between \$17 and \$22, but also that a tutor from ___ comes to the facility twice a week to tutor employees in reading and writing.

Dan presented a list of the equipment purchased with the funds from the OCEDC and the City of Geneva. He summarized the Company's new equipment needs as well as the redesign of the Geneva site. In time it may be appropriate to find a new building as more space is needed.

Michael Wojcik stated that the current balance of the Company's loan is around \$85,000 and that the new request of \$186,500 would be added to it.

Supervisor Fred Wille made a motion to refer the request to the Finance Committee. Supervisor Fred Lightfoote seconded the motion. Unanimously approved. Motion carried.

Dan Rao exited the meeting at 8:54 a.m.

Small Business Development Center:

Suzanne Vary introduced Gina Marie Mangiamele. Gina Marie is a Certified Business Advisor for the Small Business Development (SBDC) of New York, specifically at the college, SUNY Brockport. The New York SBDC provides customized solutions through advisement, education, research and advocacy for Entrepreneurs, Innovators and the Small & Medium Enterprise community.

Gina Marie began by explaining how the SBDC assists individuals and their businesses. It was also noted that there are 213 advisors and 22 locations throughout the State. Through "free of charge" direct counseling, the SBDC offers management and technical assistance services including business plan development, workshops and seminars, as well as construction contractor assistance.

Gina Marie also shared that the SBDC was tasked with the first and second rounds of the Paycheck Protection Program (PPP) in addition to other economic impact relief funding programs.

Gina Marie Mangiamele exited the meeting at 9:20 a.m.

Agro Research request:

Michael Wojcik reminded the Board of the options that were proposed to Agro Research. The Company has since then caught up on interest and penalties. The request for a six month deferment was approved at the last EDC meeting. It was also noted that a new forensic accountant has been hired at the Company.

It was clarified that the deferment will be in effect through the October payment.

Finger Lakes Goods:

Michael Wojcik explained that he has been in touch with owner, Jim Cecere. At the last EDC meeting it was determined to have him reapply as the business model had significantly changed. At this time, the Company does not wish to move forward but may revisit in the next year or so.

Hybrid Meetings:

At 9:24 a.m., Suzanne Vary closed the Public Hearing.

There were no public comments. Due to the lack of an in person quorum and the need for a unanimous vote, the topic will be voted on at the July meeting.

CDBG CARES Act Hospitality and Tourism Grants:

Suzanne Vary presented an updated report on what has been funded. It was discussed that there are no details yet as to whether the State will run another round of funding.

The deadline is in August.

ADMINISTRATION:

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Due to the lack of an in person quorum and the need for a unanimous vote, the topic will be voted on at the July meeting.

Banking Resolution:

Michael Wojcik presented a resolution to update the signing authorities with Canandaigua National Bank and Lyons National Bank. Due to the lack of an in person quorum it was deferred to Ed Russell to determine if an electronic vote would be sufficient, to which he responded it would need to be unanimous.

Invoices for Payment:

Michael Wojcik reviewed and submitted the invoices for payment for approval, which included 5 invoices totaling \$16,736.79.

Due to the lack of an in person quorum, Ed Russell stated that an unanimous electronic vote would be sufficient.

Questions on Informational Reports:

Due to the lack of an in person quorum and the need for a unanimous vote, the reports will be voted on at the July meeting.

Open Discussion:

Suzanne Vary shared that Real Eats America is having their grand opening at their new facility this Thursday and that all are welcome.

It was also discussed that it may be a possibility to change the meeting dates from the second Tuesday of the month to the third. A Doodle Poll will be set up to determine if a change would be necessary depending on availability.

ADJOURNMENT:

The Economic Development Corporation Board Meeting was adjourned at 9:36 a.m.

Respectfully submitted,

Brigitte Larson, Staff