



INDUSTRIAL DEVELOPMENT AGENCY

Meeting Minutes Monday, September 26, 2022 Meeting

Members Present	Members Excused
Mike Davis, Chairman	Kelly Mittiga, Vice-Chair
Andy Molodetz	Don Culeton
Lewis Zulick, Treasurer	Deb Brown
Supervisor Dan Marshall	
	Guests Present
Staff Present	Alissa Bub, Deputy County Administrator
Ryan Davis, Executive Director	Chris Schubert, Canandaigua Air Center
Michael Wojcik, CFO	Kevin Reynolds, Canandaigua Air Center
Suzanne Vary, Staff	Dan Miller, Canandaigua Air Center
Brigitte Larson, Staff	
Bob Mincer, Staff	Contract Staff
Jessica Kazmark, Staff	Ed Russell, Underberg & Kessler
	Barry Carrigan, Nixon Peabody
	Mike Manikowski, Consultant

CALL TO ORDER: Chair Mike Davis called the meeting to order at 5:00 p.m. A quorum was present.

OLD BUSINESS:

Task Order 5 – Access Road Improvement:

Bob Mincer presented Task Order 5 from the NYS DOT as part of the Airport Capital Improvement Plan. This task order is for the engineering design services for the access road improvement project including roadway reconstruction, drainage improvements, signage, fencing, landscaping, lighting and security cameras. The amount of the task order is \$166,740. *Andy Molodetz made a motion to approve Task Order 5. Lew Zulick seconded the motion. Unanimously approved. Motion carried.*

ADMINISTRATION:

July 25, 2022 Minutes:

Mike Davis presented the July 25, 2022 Meeting Minutes for approval. *Lew Zulick made a motion to approve the July 25, 2022 minutes as presented. Andy Molodetz seconded the motion. Motion unanimously carried.*

Invoices for payment:

Michael Wojcik presented for approval, airport invoices for payment totaling \$28,338.17; Agency invoices totaling \$9,555.32 and total invoices for \$37,893.49. Bob Mincer clarified the airport related invoices.

Supervisor Dan Marshall made a motion to approve the above referenced invoices for payment. Lew Zulick seconded the motion. Unanimously approved. Motion carried

Fall IDA Academy Attendance:

Ryan Davis would like to attend the IDA Academy Conference that will be held in Utica on November 10th. It is a one-day event and registration is \$125.

Supervisor Dan Marshall made a motion to approve Ryan's attendance and payment for registration. Andy Molodetz seconded the motion. Unanimously approved. Motion carried.

Questions on Reports (Cash Update and Financials):

Michael Wojcik presented the Cash Update and Financials to the Board. There were no questions.

Andy Molodetz made a motion to accept and approve the above mentioned reports as presented. Lew Zulick seconded the motion. Unanimously approved. Motion carried.

NEW BUSINESS:

Indus FSD, LLC:

Suzanne Vary informed the Board that there was an issue with the Public Hearing notice that needed to be redone. The Company has also filed a grievance with the Victor assessor. Currently we are waiting for updates.

Executive Session:

Pursuant to Public Officers Law, Article 7, Section 105F, the Board may enter Executive Session to discuss confidential business matters.

At 5:04 p.m., Andy Molodetz made a motion to enter Executive Session, seconded by Lew Zulick.

At 5:13 p.m., guests re-entered the meeting. Andy Molodetz made a motion to exit Executive Session with no action taken, seconded by Lew Zulick.

Bob Mincer presented his monthly Airport Update Report. There were no questions.

Supervisor Dan Marshall made a motion to approve and accept the Airport Update Report as presented. Andy Molodetz seconded the motion. Unanimously approved. Motion carried.

ADJOURNMENT:

Andy Molodetz made a motion to adjourn the IDA meeting at 5:16 p.m. Supervisor Dan Marshall seconded the motion. Motion unanimously approved.

Respectfully submitted,

Brigitte Larson