

REGULAR NCIDA/NCDC/NADC BOARD MEETING

DATE: November 9, 2022
MEETING TIME: 9:00 a.m.
MEETING PLACE: Niagara County Industrial Development Agency
Vantage Center, Suite One
6311 Inducon Corporate Drive
Sanborn, NY 14132

1.0 Meeting Called to Order

The regular meeting of the Niagara County Industrial Development Agency was called to order by Chairperson Onesi at 9:00 a.m.

2.0 Roll Call

Mark A. Onesi, Chairperson	Present
Jerald I. Wolfgang, 1 st Vice Chairperson	Present
Kevin McCabe, Vice Chairperson	Present
William L. Ross, Secretary	Present
Scott Brydges, Assistant Secretary	Present
Robert B. Cliffe, Member	Present
Clifford Scott, Member	Present
Jason Krempa, Member	Present
Maria V. Lopez, Member	Excused

3.0 Introductions

Guests Present

Jim Fink, Business First
Jonathan Epstein, Buffalo News

Staff Present

Susan C. Langdon, Executive Director
Andrea Klyczek, Assistant Director
Michael S. Dudley, Finance Manager
Susan Barone, Grants & Operations Manager
Julie Lamoreaux, Administrative & HR Officer
Jeremy Geartz, Project Manager
Mark J. Gabriele, Agency Counsel

4.0 Pledge of Allegiance

Mr. Dudley led the Pledge of Allegiance.

5.0 Approval of Meeting Minutes

5.1 Regular NCIDA/NCDC/NADC – October 12, 2022

Mr. Krempa motioned to approve the meeting minutes; Mr. Scott seconded the motion. The motion passed.

6.0 Finance & Audit Committee Reports

6.1 Agency Payables – October 31, 2022

Mr. McCabe stated that the monthly payables have been reviewed and found to be in order.

Mr. McCabe made a motion to approve the monthly payables; Mr. Ross seconded the motion. The motion passed.

6.2 Budget Variance Report – October 31, 2022

Mr. McCabe stated that the reports have been reviewed and found to be in order.

Mr. McCabe made a motion to approve the Budget Variance Report; Mr. Ross seconded the motion. The motion passed.

6.3 Adopt 2023 Budgets

6.3.1 Niagara County Industrial Development Agency

Mr. McCabe stated that the Niagara County Industrial Development Agency budget has been reviewed and found to be in order.

Mr. Wolfgang made a motion to approve the Niagara County Industrial Development Agency budget; Mr. Brydges seconded the motion. The motion passed.

The question of the approval of the Resolution as duly put to a vote on roll call, which resulted as follows:

	<u>Yea</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Jerald Wolfgang	x			
Kevin McCabe	x			
William Ross	x			
Maria V. Lopez				x
Robert Cliffe	x			
Scott Brydges	x			
Clifford Scott	x			
Jason Krempa	x			
Mark Onesi	x			

The Resolution was thereupon duly adopted.

6.3.2 Niagara County Development Corporation

Mr. McCabe stated that the Niagara County Development Corporation budget has been reviewed and found to be in order.

Mr. Wolfgang made a motion to approve the Niagara County Development Corporation budget; Mr. Brydges seconded the motion. The motion passed.

The question of the approval of the Resolution as duly put to a vote on roll call, which resulted as follows:

	<u>Yea</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Jerald Wolfgang	x			
Kevin McCabe	x			
William Ross	x			
Maria V. Lopez				x
Robert Cliffe	x			
Scott Brydges	x			
Clifford Scott	x			
Jason Krempa	x			
Mark Onesi	x			

The Resolution was thereupon duly adopted.

6.3.3 Niagara Area Development Corporation

Mr. McCabe stated that the Niagara Area Development Corporation budget has been reviewed and found to be in order.

Mr. Wolfgang made a motion to approve the Niagara Area Development Corporation budget; Mr. Brydges seconded the motion. The motion passed.

The question of the approval of the Resolution as duly put to a vote on roll call, which resulted as follows:

	<u>Yea</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Jerald Wolfgang	x			
Kevin McCabe	x			
William Ross	x			
Maria V. Lopez				x
Robert Cliffe	x			
Scott Brydges	x			
Clifford Scott	x			
Jason Krempa	x			
Mark Onesi	x			

The Resolution was thereupon duly adopted.

7.0 Unfinished Business

There was no unfinished business at this time.

8.0 New Business

8.1 NCDC Loan Approval

8.1.1 525 Wheat, LLC

Mr. Krempa stated that the loan committee had a meeting on October 24, 2022 to review a loan application for 525 Wheat, LLC, they are requesting \$130,000. The loan is to assist with the acquisition of 232 Zimmerman Street in North Tonawanda, New York. The committee found the applicants to be credit worthy. The committee recommend approval of the loan within 120 month total term inclusive of the 6 months of interest only period.

Mr. McCabe made a motion to approve the loan for 525 Wheat, LLC, Mr. Scott seconded the motion. The motion passed.

The question of the approval of the Resolution as duly put to a vote on roll call, which resulted as follows:

	<u>Yea</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Jerald Wolfgang	x			
Kevin McCabe	x			
William Ross	x			
Maria V. Lopez				x
Robert Cliffe	x			
Scott Brydges	x			
Clifford Scott	x			
Jason Krempa	x			
Mark Onesi	x			

The Resolution was thereupon duly adopted.

8.2 NCDC Loan Re-Amortization

8.2.1 Legacy Dance Studio, Inc.

Mr. Krempa stated that Legacy Dance Studio, Inc. is requesting a loan re-amortization. This was discussed at the last Loan Committee Meeting on October 24, 2022. The company is having difficulty in making their monthly payments and they are requesting the payment to be something more affordable. After discussion, the Committee is recommending re-amortizing the existing loan over 120 months, reducing the payment to about \$204 based on the current balance on the loan. The committee is recommending a 24 month maturity at which time the loan can be re-assessed.

Mr. Ross made a motion to approve the Re-Amortization for Legacy Dance Studio, Inc., Mr. Brydges seconded the motion. The motion passed.

The question of the approval of the Resolution as duly put to a vote on roll call, which resulted as follows:

	<u>Yea</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Jerald Wolfgang	x			
Kevin McCabe	x			
William Ross	x			
Maria V. Lopez				x
Robert Cliffe	x			
Scott Brydges	x			
Clifford Scott	x			
Jason Krempa	x			
Mark Onesi	x			

The Resolution was thereupon duly adopted.

8.3 Covid Relief for Small Business Grant

Ms. Barone stated that the Agency has two final applications to present for approval. She noted that the Covid Relief for Small Business Grant expires in November, therefore, things have to move quickly to be able to disburse all of the funds. For each application consultants from H. Sichernman, along with IDA staff reviewed all the documents submitted for Grant eligibility criteria.

8.3.1 Niagara Apothecary

Ms. Barone stated that Niagara Apothecary, Inc. is a locally owned community pharmacy in the Town of Niagara that has been in business for over 25 years. The business had a decrease in their prescription business due to elective procedures being cancelled, and not as many doctor visits. The owners closed the front end of the pharmacy during the peak of the pandemic. The company did offer free home delivery of medications to their customers. They also began to offer COVID testing, and administration of vaccines to help with decreasing income. The company is looking to hire one new full-time pharmacy assistant which will be made available to a low-to-moderate income individual.

The company is requesting \$50,000 in Grant Funds, they expect to use the funds for supplies, equipment, technology upgrades, and supplies for a new Diabetes wellness and education program. They do plan to continue marketing for continued COVID response including providing testing, vaccines, and antibodies. The Agency recommends approval of this Grant Request as the applicant qualifies based on meeting all Grant eligibility requirements.

RESOLUTION OF THE NIAGARA COUNTY INDUSTRIAL DEVELOPMENT AGENCY APPROVING GRANT TO NIAGARA APOTHECARY, INC UNDER THE COVID-19 RELIEF SMALL BUSINESS PROGRAM.

Mr. Krempa made a motion to approve the Covid Relief Small Business Grant; Mr. Cliffe seconded the motion. The motion passed.

The question of the approval of the Resolution as duly put to a vote on roll call, which resulted as follows:

	<u>Yea</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Jerald Wolfgang	x			
Kevin McCabe	x			
William Ross	x			
Maria V. Lopez				x
Robert Cliffe	x			
Scott Brydges	x			
Clifford Scott	x			
Jason Krempa	x			
Mark Onesi	x			

The Resolution was thereupon duly adopted.

8.3.2 Kathryn Broeker LMT Inc.

Ms. Barone stated that Kathryn Broeker, LMT Inc. is a massage therapy business providing therapeutic and other health and wellness specialized massage services. The company has been in business for over four years, and the owner qualifies as a low-to-moderate income individual. The business had a significant loss during COVID due to the required shutdowns and restrictions which closed their business for four months. The company followed safety precautions and worked to provide a safe environment for clients and staff.

The company is requesting \$35,000 in Grant Funds. They are planning to use the funds for working capital, equipment, and increased staffing to help the business expand. The Agency recommends approval of this Grant Request as the applicant qualifies based on meeting all Grant eligibility requirements.

RESOLUTION OF THE NIAGARA COUNTY INDUSTRIAL DEVELOPMENT AGENCY APPROVING GRANT TO KATHRYN BROEKER LMT, INC UNDER THE COVID-19 RELIEF SMALL BUSINESS PROGRAM.

Mr. Scott made a motion to approve the Covid Relief Small Business Grant; Mr. McCabe seconded the motion. The motion passed.

The question of the approval of the Resolution as duly put to a vote on roll call, which resulted as follows:

	<u>Yea</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Jerald Wolfgang	x			
Kevin McCabe	x			
William Ross	x			
Maria V. Lopez				x
Robert Cliffe	x			
Scott Brydges	x			
Clifford Scott	x			
Jason Krempa	x			
Mark Onesi	x			

The Resolution was thereupon duly adopted.

9.0 Agency Counsel

Mr. Gabriele had no comments at this time.

10.0 Information Items

There were no information items at this time.

11.0 Any Other Matters the Board Wishes to Discuss

There were no other matters the Board wished to discuss.

12.0 Next Regular NCIDA/NCDC/NADC Meeting:

DATE: December 14, 2022

TIME: ** 9:00 a.m. **

PLACE: Niagara County Center for Economic Development

13.0 Adjournment

The meeting adjourned at 9:15 a.m.

Respectfully Submitted:

Reviewed By:

Approved By:

Julie Lamoreaux
Recording Secretary

Susan C. Langdon
Executive Director

William L. Ross
Secretary