

# Niagara County Industrial Development Agency

Niagara County Center for Economic Development • 6311 Inducon Corporate Drive, Ste. 1 • Sanborn, NY 14132

## **ANNUAL NCIDA/NCDC/NADC BOARD MEETING**

**DATE:** March 19, 2025

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

**PLACE:** Niagara County Center for Economic Development  
6311 Inducon Corporate Drive  
Sanborn, NY 14132

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### **1.0 Meeting Called to Order**

The annual 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 |
| Jason Krempa, 1 <sup>st</sup> Vice Chairperson | Present |
| William L. Ross, Secretary                     | Present |
| Mark Berube, Assistant Secretary               | Present |
| Ryan J. Mahoney, Member                        | Present |
| Anne E. McCaffrey, Member                      | Excused |
| David J. Masse, Member                         | Present |
| William Fekete, Member                         | Absent  |

### **3.0 Introduction of Guests**

Jonathan Epstein, Buffalo News  
Jim Fink, WBFO Radio  
Robert Creenan, Niagara Gazette  
William D. Bernard, III, Counsel for Muhammad Shoaib  
Dale Shoemaker, Investigative Post

#### **Staff Present**

Andrea Klyczek, Executive Director  
Jeremy Geartz, Director of Business Development & Retention  
Mike S. Dudley, Director of Finance & Real Estate  
Susan Barone, Grants, Loans & Compliance Manager  
Julie Lamoreaux, Administrative & HR Officer  
Joseph Grenga, Project Manager  
Mark J. Gabriele, Agency Counsel

### **4.0 Pledge of Allegiance**

Mr. Onesi led the pledge of allegiance.

**5.0 Approval of Meeting Minutes**

**5.1 Regular NCIDA/NCDC/NADC – February 12, 2025**

*Mr. Ross motioned to approve the meeting minutes; Mr. Berube seconded the motion. The motion passed.*

**6.0 Committee Reports**

**6.1 Finance & Audit Committee**

**6.1.1 Audit Report – Lumsden & McCormick CPAs**

A representative from Lumsden & McCormick, Seth Hennard joined the Audit Committee meeting earlier in the day to give an overview, and summarization for the 2024 annual audits. The committee members were given copies of the presentation which summarized all of the Agency audits for FYE December 31, 2024.

Mr. Hennard summarized the audits at the Board meeting. He stated that all were clean and with no findings or material weaknesses. There were no findings, which means the audit was unmodified, which reflects fiscal responsibility on part of the Agency.

*Mr. Krempa made a motion to approve the Audit Report; Mr. Mahoney seconded the motion. The motion passed.*

**6.1.2 Agency Payables**

Mr. Krempa stated that he reviewed the monthly payables and found them to be in order.

*Mr. Krempa made a motion to approve the agency payables; Mr. Mahoney seconded the motion. The motion passed.*

**6.1.3 Budget Variance Report**

Mr. Krempa stated that he had reviewed all the budget variance reports and found them to be in order.

*Mr. Krempa made a motion to approve the budget variance report; Mr. Mahoney seconded the motion. The motion passed.*

**6.2 Governance Committee**

**6.2.1 Annual Board Evaluations**

Mr. Gabriele explained that under the Public Authorizes Accountable Act (PAAA), the Board of Directors of the Agency is required annually to complete a self-evaluation. Questionnaires were sent to all Board members and then summarized. The Board Evaluations are filled out anonymously.

A summary of the evaluations was in the agenda packet for the Board Members' review. Mr. Gabriele stated that the Board needed to accept and approve the evaluations so they may be placed on our website.

*Mr. Ross motioned to approve the Summary of the Annual Board Evaluations; Mr. Masse seconded the motion. The motion passed.*

## **7.0 Annual Meetings of the NCIDA, NCDC, and NADC**

### **7.1 Election of Chairperson**

The Chairperson turned the meeting over to Mark Gabriele, Agency Counsel. Mr. Gabriele stated that at this time, the Agency would accept nominations for Chairperson of the NCIDA, NCDC, and NADC.

Mr. Krempa nominated Mark Onesi, Mr. Ross seconded the nomination. After asking for any additional nominations, hearing none, Mr. Gabriele closed the nominations. Mr. Gabriele then requested that the Secretary cast one vote for Mr. Onesi as the Chairperson.

*Mr. Krempa motioned to approve Mark Onesi as the Chairman of the Board; Mr. Ross seconded the motion. The motion passed.*

### **7.2 Election of Officers**

At this time, Chairman Onesi set forth a proposed slate of officers for the NCIDA, NCDC, and the NADC as below:

|       |                         |                 |
|-------|-------------------------|-----------------|
| 7.2.1 | First Vice Chairperson  | Jason Krempa    |
| 7.2.2 | Second Vice Chairperson | Anne McCaffrey  |
| 7.2.3 | Secretary               | William L. Ross |
| 7.2.4 | Assistant Secretary     | Mark Berube     |
| 7.2.5 | Treasurer               | Andrea Klyczek  |

Hearing no other nominations, Mr. Onesi then requested that the Secretary cast one vote for each officer set forth above.

### **7.3 Appointment of Committee Members and Committee Chairpersons**

Chairman Onesi then appointed the following Committee Members and Chairpersons.

#### **7.3.1 Finance & Audit Committee**

Jason Krempa Chairperson  
Ryan Mahoney  
William Fekete

#### **7.3.2 Governance Committee**

William L. Ross, Chairperson  
David J. Masse  
Mark Berube



### **7.3.3 NCDC Loan/Micro Grant Committee**

Mark Onesi, NCIDA Board Chairman  
Jason Krempa, NCIDA Board Member  
Michael Taylor, Pursuit Lending  
Vacancy, Accountant  
Eric C. Tudor, Coldwell Bank Meridian  
Kevin McMullen, Small Business Owner  
Andrea Klyczek, NCIDA Executive Director

### **7.3.4 Cataract Tourism Fund Committee**

Honorable Robert G. Ortt, NYS Senator – 62<sup>nd</sup> District  
Honorable Angelo J. Morinello, NYS Assembly – 145<sup>th</sup> District  
Mayor Robert Restaino, City of Niagara Falls  
Mark Onesi, NCIDA Chairman  
William L. Ross, NCIDA Board Member  
Paul Brown, President, NC Building Trades Council  
Andrea Klyczek, NCIDA Executive Director

## **7.4 Ratify Board Meeting Dates/Time**

### **7.4.1 Second (2<sup>nd</sup>) Wednesday of the Month**

*Mr. Onesi stated the regular meeting day and time. Mr. Krempa made motion to accept the regular Board Meeting dates, seconded by Mr. Berube; the motion passed.*

## **7.5 Reaffirm Committee Charters**

### **7.5.1 Finance & Audit Committee Charter**

Mr. Gabriele stated the Finance & Audit Committee has recommended the reaffirmation of the Finance & Audit Committee Charter.

*Mr. Krempa made a motion to accept the charter, Mr. Mahoney seconded the motion. The motion passed.*

### **7.5.2 Governance Committee Charter**

Mr. Gabriele stated the Governance Committee has recommended the reaffirmation of the Governance Committee charter.

*Mr. Ross made a motion to accept the charter, Mr. Masse seconded the motion. The motion passed.*

## **7.6 Reaffirm Mission Statement**

Mr. Gabriele stated the Mission Statement has not changed in the last year.

*Mr. Berube made a motion to reaffirm the Mission Statement; Mr. Krempa seconded the motion. The motion passed.*

**7.7 Reaffirm Uniform Tax Exempt Policy**

Mr. Gabriele explained the Board must annually reaffirm the Uniform Tax Exempt Policy.

*Mr. Krempa made a motion to reaffirm the Uniform Tax Exempt Policy, Mr. Ross seconded the motion. The motion passed.*

**7.8 Niagara Industrial Incubator Associates ("NIIA")**

**7.8.1 Appointment of Andrea Klyczek**

Mr. Gabriele explained that this is an appointment by Chairman Onesi for the NIIA appointment of Andrea Klyczek to represent the Agency's interest as a partner with the NFTA.

**7.9 Niagara Industrial Incubator Company ("NIIC")**

**7.9.1 Appointment of Andrea Klyczek**

Mr. Gabriele explained that this is an appointment by Chairman Onesi for the NIIC appointment of Andrea Klyczek to represent the Agency's interest as a partner with the NFTA for the property on Niagara Falls Boulevard.

**7.10 Niagara Economic Development Fund ("NEDF")**

**7.10.1 Appointment of Andrea Klyczek**

Mr. Gabriele explained that this is an appointment by Chairman Onesi for the NEDF appointment of Andrea Klyczek to which the Agency as the Administrator and Trustee of that Fund.

**7.11 Risk Assessment and Risk Management Letter**

Mr. Dudley advised that a Risk Assessment and Management letter was provided to the Board as an annual disclosure requirement with PARIS reporting.

*Mr. Krempa made a motion to accept the Risk Assessment and Risk Management letter; Mr. Berube seconded the motion. The motion passed.*

**7.12 NCIDA Real Property Assessment**

Mr. Dudley advised that an NCIDA Real Property Assessment was provided to the Board as an annual disclosure requirement with PARIS reporting.

*Mr. Mahoney made a motion to accept the Real Property Assessment; Mr. Masse seconded the motion. The motion passed.*

**7.13 Annual Investment Reports**

Mr. Dudley stated that Annual Investment Reports for NCIDA, NCDC, and NADC were provided to the Board as an annual disclosure requirement with PARIS reporting.

*Mr. Krempa made a motion to accept the Annual Investments Reports; Mr. Mahoney seconded the motion. The motion passed.*

**7.14 Reaffirm Administrative Policies for 2025**

Mr. Gabriele explained the Board must reaffirm the Administrative Policies as required by PAAA.

*Mr. Krempa made a motion to reaffirm the Administrative Policies for 2025; Mr. Mahoney seconded the motion. The motion passed.*

**7.15 2024 Annual Report Summaries**

Mr. Gabriele noted the NCIDA, NCDC, and the NADC Annual Report Summaries for 2024 were included in the Board packet for review.

*Motion to accept the annual report summaries was made by Mr. Masse, seconded by Mr. Mahoney. The motion passed.*

**7.16 2024 Annual Measurement Reports**

Mr. Gabriele stated the NCIDA, NCDC, and NADC Annual Measurement Reports for 2024 were included in the Board packet for review.

*Motion to accept the annual measurement reports was made by Mr. Ross, seconded by Mr. Berube. The motion passed.*

**8.0 Unfinished Business**

**9.0 New Business**

**9.1 Niagaras Krispy Crunchy Fried Chicken LLC**

Mr. Geartz stated that the existing Hyatt in downtown Niagara Falls seeks to attract Church's Chicken, offering families traveling to Niagara Falls another affordable dining option. Currently there are a limited number of places for tourists to dine when visiting Niagara Falls; in turn, visitors leave the area, resulting in lost revenue to the local municipalities.

He added that recognizable brands, such as Church's Chicken, will help keep visitors in the area longer and offer them a better overall experience. Census tract 211 in which the project is located is a distressed area as defined by Federal poverty rate and NYS unemployment rate. The company plans to create 17 jobs within three years.



**9.1.1 Final Resolution**

RESOLUTION OF THE NIAGARA COUNTY INDUSTRIAL DEVELOPMENT AGENCY (i) ACCEPTING THE APPLICATION OF NIAGARAS KRISPY CRUNCHY FRIED CHICKEN LLC WITH RESPECT TO A CERTAIN PROJECT (AS MORE FULLY DEFINED BELOW) TO BE UNDERTAKEN BY THE AGENCY FOR THE BENEFIT OF NIAGARAS KRISPY CRUNCHY FRIED CHICKEN LLC OR AN ENTITY FORMED OR TO BE FORMED; (ii) PROVIDE SALES TAX EXEMPTION FOR PURCHASES AND RENTALS RELATED TO THE CONSTRUCTION AND EQUIPPING OF THE PROJECT; AND DESCRIBING THE FORMS OF FINANCIAL ASSISTANCE BEING CONTEMPLATED BY THE AGENCY.

***Mr. Krempa made a motion to approve the Final Resolution; Mr. Mahoney seconded the motion.***

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> |
|-------------------|------------|------------|----------------|---------------|
| Jason Krempa      | x          |            |                |               |
| William L. Ross   | x          |            |                |               |
| Anne E. McCaffrey |            |            |                | x             |
| Mark Berube       | x          |            |                |               |
| Ryan J. Mahoney   | x          |            |                |               |
| David J. Masse    | x          |            |                |               |
| William Fekete    |            |            |                | x             |
| Mark Onesi        | x          |            |                |               |

The Resolution was thereupon duly adopted.

**9.2 Rainbow Sweet Cravings LLC**

Mr. Geartz stated that the existing Wyngate in downtown Niagara Falls seeks to attract Jamba Juice and Carvel, which will offer families traveling to Niagara Falls a convenient snack option. Positioned just steps from Niagara Falls State Park, it will offer refreshing on-the-go beverages and deserts enhancing the City's culinary landscape and economic vitality.

Recognizable brands, such as Jamba Juice and Carvel, will help keep visitors in downtown longer and offer them a better overall experience. The project is located in distressed census tract 211, as defined by the Federal poverty rate and the NYS unemployment rate. The company plans to create 13 jobs over the next three years.

**9.2.1 Final Resolution**

RESOLUTION OF THE NIAGARA COUNTY INDUSTRIAL DEVELOPMENT AGENCY (i) ACCEPTING THE APPLICATION OF RAINBOW SWEET CRAVINGS LLC WITH RESPECT TO A CERTAIN PROJECT (AS MORE FULLY DEFINED BELOW) TO BE UNDERTAKEN BY THE AGENCY FOR THE BENEFIT OF RAINBOW SWEET CRAVINGS LLC OR AN ENTITY FORMED OR TO BE FORMED; (ii) PROVIDE SALES TAX EXEMPTION FOR PURCHASES AND RENTALS RELATED TO THE CONSTRUCTION AND EQUIPPING OF THE PROJECT; AND DESCRIBING THE FORMS OF FINANCIAL ASSISTANCE BEING CONTEMPLATED BY THE AGENCY.

***Mr. Ross made a motion to approve the Final Resolution; Mr. Krempa seconded the motion.***

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> |
|-------------------|------------|------------|----------------|---------------|
| Jason Krempa      | x          |            |                |               |
| William L. Ross   | x          |            |                |               |
| Anne E. McCaffrey |            |            |                | x             |
| Mark Berube       | x          |            |                |               |
| Ryan J. Mahoney   | x          |            |                |               |
| David J. Masse    | x          |            |                |               |
| William Fekete    |            |            |                | x             |
| Mark Onesi        | x          |            |                |               |

The Resolution was thereupon duly adopted.

**9.3 NCDC Microenterprise Grant Approvals****9.3.1 Falcon Aircraft Maintenance, LLC**

Ms. Barone stated that Falcon Aircraft Maintenance LLC is a start-up business that will provide aircraft maintenance services for small aircraft in the WNY region and surrounding areas. They are located in a hangar at the Niagara Falls Airport and will offer both on-field and ferry-in maintenance services. They worked with SBDC to submit their application. They will be hiring one full-time low-to-moderate income individual as a mechanic. They are requesting a \$25,000 Microenterprise Grant.

This grant request was unanimously approved by the Committee for recommendation the Board.



**9.3.1 Falcon Aircraft Maintenance, LLC****RESOLUTION OF THE NIAGARA COUNTY INDUSTRIAL DEVELOPMENT AGENCY  
APPROVING MICRO ENTERPRISE FUND GRANT TO FALCON AIRCRAFT MAINTENANCE,  
LLC**

***Mr. Krempa made a motion to approve the Micro Enterprise Fund Grant Resolution; Mr. Ross seconded the motion.***

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> |
|-------------------|------------|------------|----------------|---------------|
| Jason Krempa      | x          |            |                |               |
| William L. Ross   | x          |            |                |               |
| Anne E. McCaffrey |            |            |                | x             |
| Mark Berube       | x          |            |                |               |
| Ryan J. Mahoney   | x          |            |                |               |
| David J. Masse    | x          |            |                |               |
| William Fekete    |            |            |                | x             |
| Mark Onesi        | x          |            |                |               |

The Resolution was thereupon duly adopted.

**9.3.2 Timothy R. Woodean Chiropractic and Massage Therapy PLLC**

Ms. Barone stated that Timothy R. Woodean Chiropractic and Massage Therapy PLLC has recently opened his business named Nautical Alignment Chiropractic and Massage on Lake Street in Wilson. The company will offer chiropractic care, massage therapy, and wellness services. They worked with SBDC to submit their business plan and application. The owner qualifies as low-to-moderate income and plans to hire a receptionist. The business has requested \$25,000 from the Microenterprise Grant program.

This grant request was unanimously approved by the Committee for recommendation to the Board.

**9.3.2 Timothy R. Woodean Chiropractic and Massage Therapy PLLC**

RESOLUTION OF THE NIAGARA COUNTY INDUSTRIAL DEVELOPMENT AGENCY  
 APPROVING MICRO ENTERPRISE FUND GRANT TO TIMOTHY R. WOODEAN  
 CHIROPRACTIC AND MASSAGE THERAPY PLLC

*Mr. Krempa made a motion to approve the Microenterprise Fund Grant Resolution; Mr. Ross seconded the motion.*

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> |
|-------------------|------------|------------|----------------|---------------|
| Jason Krempa      | x          |            |                |               |
| William L. Ross   | x          |            |                |               |
| Anne E. McCaffrey |            |            |                | x             |
| Mark Berube       | x          |            |                |               |
| Ryan J. Mahoney   | x          |            |                |               |
| David J. Masse    | x          |            |                |               |
| William Fekete    |            |            |                | x             |
| Mark Onesi        | x          |            |                |               |

The Resolution was thereupon duly adopted.

**9.4 Consultant RFP****9.4.1 H.Sicherman/The Harrison Studio**

Ms. Klyczek stated that approximately every three years, staff issues a request for proposals (RFP) to provide consulting services associated with the planning, funding, and implementation of the Niagara County Industrial Development Agency's economic development programs. This is also a requirement through New York State Office of Community Renewal.

Staff issues two RFP's. The RFP calls for firms who have experience in the administration and oversight of loan funds, originated from Federal EDA funding sources. The other RFP is to assist with the administration of NYS Office of Community Renewal programs, small business and economic development grants and micro grants.

On January 29, 2025, staff posted the information for both RFPs in the Niagara Gazette and Lockport Sun & Journal. In addition, the RFPs were mailed and posted on the New York State Contract Reporter to include Women and Minority Owned Business Enterprises in the outreach.

The Agency received three proposals in response to the solicitation from H. Sicherman/the Harrison Studio, McDonough PLLC, and G&G Municipal Consulting. All proposals were reviewed and evaluated on technical ability, experience and cost effectiveness. Of the three submissions, H. Sicherman had the highest evaluation and met all criteria. Therefore, staff recommends acceptance of the proposals from H.Sicherman/the Harrison Studio for both the General Consulting and OCR Funds Consulting services.

#### 9.4.1 H.Sicherman/The Harrison Studio

RESOLUTION ACCEPTING THE PROPOSAL OF H. SICHERMAN / THE HARRISON STUDIO IN REGARD TO GENERAL CONSULTING SERVICES AND OCR FUNDS CONSULTING SERVICES

*Mr. Krempa made a motion to approve the Resolution; Mr. Berube seconded the motion.*

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> |
|-------------------|------------|------------|----------------|---------------|
| Jason Krempa      | x          |            |                |               |
| William L. Ross   | x          |            |                |               |
| Anne E. McCaffrey |            |            |                | x             |
| Mark Berube       | x          |            |                |               |
| Ryan J. Mahoney   | x          |            |                |               |
| David J. Masse    | x          |            |                |               |
| William Fekete    |            |            |                | x             |
| Mark Onesi        | x          |            |                |               |

The Resolution was thereupon duly adopted.

#### 10.0 Agency Counsel

Mr. Gabriele stated that the Agency is waiting for a Negative Declaration from the Town of Wheatfield regarding Saint-Gobain Ceramics & Plastics Inc. Once we have the negative declaration, the item will be placed on our Agenda.

#### 11.0 Information Items

There were no information items.

#### 12.0 Any Other Matters the Board Wishes to Discuss

There were no matters the Board wished to discuss.



**13.0 Next Regular NCIDA/NCDC/NADC Meeting:**

**DATE:** April 9, 2025

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

**PLACE:** Niagara County Center for Economic Development


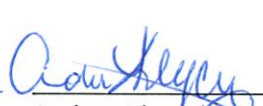
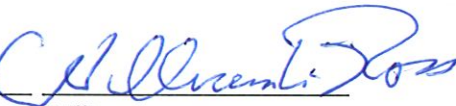
**14.0 Adjournment**

Mr. Berube made a motion to adjourn; Mr. Mahoney seconded the motion. The meeting adjourned at 9:30 a.m.

Respectfully Submitted:

Reviewed By:

Approved By:

|   |   |  |
|---|---|--|
|  |  |  |
| Julie Lamoreaux   | Andrea Klyczek  | William L. Ross  |
| Administrative Assistant  | Executive Director  | Secretary  |