



ECONOMIC DEVELOPMENT CORPORATION

Meeting Minutes

Tuesday, August 2, 2016

Board Members Present	Board Members Excused
Robert Solenne, Chair	Supervisor Robert Green, Jr.
David Bunnell, Secretary	Kevin Hill, Treasurer
Karen Springmeier	Walt Matyjas
Supervisor Fred Lightfoote	Karen Parkhurst
Carla Sieling	Joseph Bridgeford, Vice Chair
Supervisor Daniel Marshall	<u>Guests:</u>
	Brian Young, Deputy County Administrator
	Marc LaJeunesse, Agro Research International
	John Johnson, Ag & Tech Park
<u>Non-Members Present:</u>	<u>Contract Staff:</u>
Mike Manikowski, Exec. Dir.	Dan Gocek, Underberg & Kessler, Local Counsel
Michael Wojcik, CFO	
Melissa Doyle, Staff	
Diane Foster, Staff	

CALL TO ORDER: Chair Rob Solenne called the meeting to order at 8:30am. A quorum was present.

Mike Manikowski had everyone present introduce themselves.

NEW BUSINESS:

Agro Research International: Mike Manikowski introduced Marc LaJeunesse, president of Agro Research International. Marc LaJeunesse gave a brief history of his company and how it he got started. His company specializes in the research, manufacturing and distribution of natural and organic pesticides and plant nutrition products extracted from products such as thyme and seaweed. They also are involved with animal nutrition, food safety, and turf/golf markets. Mr. LaJeunesse has a sub-office in Geneva and plans to build a facility encompassing a 20,000 sq. ft. warehouse and lab on the Tech Farm to blend, package, store, and distribute to the North East, Great Lakes and the North West. Mr. LaJeunesse is asking for funding in the amount of \$200,000 to support the physical assets of the new build and equipment. The application will be finalized and will be brought to the OCEDC Finance Committee and then back to the Board for final review and recommendation.

Mr. LaJeunesse exited the meeting at 9:05 am.

Geneva Entrepreneurs Lab: Mike Manikowski explained that the City of Geneva is asking for funding in the amount of \$5,000 to assist in the conversion of space at the Geneva Economic Development Center (the old American Can building). This is a step for the Food and Beverage Innovation Program for an industrial kitchen in the entrepreneurial lab.

Two options were presented; move forward to the Small Business committee to review the request or approve the \$5,000 and work with counsel on the best way to provide it.

Dan Marshall made a motion to approve the \$5,000 funding, working with counsel to structure it properly. Dave Bunnell seconded the motion. Motion unanimously carried.

OLD BUSINESS:

SkyOp Forgivable Loan: Mike Manikowski asked Karen Springmeier to give a brief report of the Small Business Committee's meeting concerning the request of SkyOp's forgivable Loan. Karen Springmeier noted the Small Business Committee had some questions and were able to get the questions answered. Mike Manikowski explained the fundamental questions were; who would be doing the training and where the new employees will be located. Brian Pitrie confirmed his core group of current employees would be training a new set of people to expand their business. The employees being trained will be based here in Ontario County. Karen Springmeier noted they were also provided the job descriptions. Mike Manikowski explained this would be a traditional forgivable loan. If SkyOp creates the number of jobs in Ontario County agreed to within a given period of time then that loan would be forgiven. Karen Springmeier reported that the Small Business Committee recommends the forgivable loan.

Karen Springmeier made the motion to approve the forgivable loan in the amount of \$22,250 with the job creation goals set. Dan Marshall seconded the motion.

Dave Bunnell exited the meeting at approximately 9:17 am.

Carla Seiling recused herself from the vote due to a business relationship with a member of SkyOp's advisory board.

Dan Marshall and Karen Springmeier withdrew their motions due to a quorum not being met with the exiting of Dave Bunnell and the recusal of Carla Seiling.

The final approval for SkyOp's forgivable loan is tabled until the next scheduled meeting.

ADMINISTRATION:

Mohawk Global Trade Conf (MGTA) Conference: Rob Solenne asked if everyone was in agreement to send two attendees (Karen Parkhurst and Suzanne Vary) to the MGTA Conference at \$150 each totaling \$300. All board members present were in agreement.

Billing Report: Melissa Doyle and Michael Wojcik reviewed the June Billing Report. Michael Wojcik brought to the Boards attention that New Scale Technologies had until June 2016 to reach their target of 27 jobs. At the next meeting, Michael Wojcik will bring to the Board a drafted resolution asking for their explanation for not meeting their target.

Also noted; Pacemaker and Berryfield were below targets but their deadline dates were not until January 2017.

Dave Bunnell re-entered the meeting at approximately 9:26 am.

July 12, 2016 Minutes: Rob Solenne presented the July 12, 2016 minutes for approval.

Dave Bunnell made the motion to approve the July 12, 2016 minutes. Karen Springmeier seconded the motion. Motion carried.

June Financials: Michael Wojcik reviewed the June 2016 financials.

Dan Marshall made a motion to approve the June 2016 financials. Fred Lightfoote seconded the motion. Motion carried.

Invoices for payment: Michael Wojcik reviewed and submitted the invoices for payment for approval, which includes four invoices totaling \$7,208.50.

Dave Bunnell made a motion to approve the invoices for payment. Dan Marshall seconded the motion. Motion carried.

Mike Manikowski announced his plan to retire in September, 2017.

ADJOURNMENT:

Fred Lightfoote made the motion to adjourn the meeting at 9:31 am. Karen Springmeier seconded the motion. Motion carried.

Respectfully submitted,

Diane Foster

Staff