



# Cortland County

## Industrial Development Agency

Minutes of the Meeting of the Members of the Cortland County Industrial Development Agency

October 10, 2023 – Noon

40-42 Main Street, Suite A, 2<sup>nd</sup> Floor Cortland New York, 13405

**Roll Call – Chairman McMahon called the meeting to order at 12:07 P.M.**

<u>Mike McMahon</u>	Chairman	<u>Present</u>
<u>Stephen Compagni</u>	Vice Chairman	<u>Present</u>
<u>John O. Reagan</u>	Treasurer	<u>Present</u>
<u>Clint Brooks</u>	Secretary	<u>Present</u>
<u>Johanna Ames</u>	Member	<u>Present</u>
<u>Dr. Kathleen Burke</u>	Member	<u>Excused</u>
<u>Donald Richards</u>	Member	<u>Present</u>
<u>Brendan O'Bryan</u>	Executive Director	<u>Present</u>
<u>Karen Niday</u>	Corporate Finance Officer	<u>Present</u>
<u>Eric Mulvihill</u>	Development Specialist	<u>Present</u>
<u>John Sidd</u>	Agency Counsel	<u>Remote</u>
<u>Marie Weiss</u>	Carpenters Local 277	<u>Present</u>
<u>Steve Terwilliger</u>	Kajen LLC	<u>Present</u>
<u>Josh Colistra</u>	1-Spice Foods	<u>Present</u>
<u>Manouch Ilkhani</u>	1-Spice Foods	<u>Present</u>
<u>Paul Dries</u>	Cortland County BDC	<u>Present</u>

**Approval of Minutes** - September 11, 2023 – Chairman McMahon made a motion to adopt the minutes as presented, Mr. Richards seconded the motion, all voting in favor; none opposed.



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### **New Business**

1. Review Minutes of Public Hearing for Kajen llc Virgil School Housing Project – Mr. Mulvihill reviewed the minutes from the October 4<sup>th</sup> public hearing held at the Virgil Town Hall for Kajen LLC.
2. Consider Resolution to Finalize Preliminary Inducement of benefits for Kajen llc Virgil School Housing Project. – Chairman McMahon made the motion to finalize the preliminary inducement for Kajen LLC, Mr. Brooks seconded the motion; all voting in favor, none opposed. (See Resolution 2023-10-10-01)
3. Consider Resolution authorizing the execution of documents in connection with a straight-lease transaction for Kajen, llc Virgil School Project. Chairman McMahon made a motion to authorizing the execution of documents in connection with a straight-lease transaction for Kajen, llc Virgil School Project, Mr. Richards seconded the motion, all voting in favor, none opposed. (See Resolution 2023-10-10-02)
4. SEQR Determination/Recommendation – iSpice Foods Cortland - Mr. Colistra and Mr. Ilkhani provided an overview of I-Spice Foods project including the nature of the company’s operations and the number of jobs that the project would be required to create if the proposed benefits package were to be approved. The board engaged in deliberations and some board members expressed concern that they were being asked to consider a sizable benefits package without sufficient time to conduct their due diligence. No action was taken on the SEQR Determination/Recommendation
5. Consideration of Preliminary Inducement of benefits - iSpice Foods Cortland – No action was taken on the preliminary inducement of benefits for iSpice Foods Cortland.
6. Chairman McMahon made a motion to authorize a public hearing for I-Spice Foods Cortland proposed project and financial assistance. (The hearing is scheduled for November 1, 2024, 4:30 P.M. at the IDA Offices 40 Main Street)

### **Monthly Reports**

- 1.) Finance Report – Ms. Niday reviewed the monthly financial statements
- 2.) Director’s Report – Mr. O’Bryan presented his monthly report.

He said he has been participating in the Homer DRI community meetings. He said the Village has received many good project applications.

Attended the Cortland County Legislative session, he plans to attend the upcoming Budget & Finance Committee meeting.

He recently toured the Cortland Commerce Center; he briefly discussed the need for more developable space in the community.

Met with ESD and he is obtaining a seat on the board of directors. He is reviewing funding opportunities.

He provided an update on the Apex site; the agency is awaiting independent verification of the phase II testing results. He is meeting with C&S Engineering to prepare and submit an EPA Brownfield grant application.



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He will be attending an EDC training conference in November.

Mr. O'Bryan indicated he would like to schedule a strategic planning session with the Board after January 1, 2024.

**Adjourn - The meeting was adjourned at 1:10 P.M.**