



Cortland County

Industrial Development Agency

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

September 15, 2025 – Noon

40 Main Street, Suite A, 2nd Floor Cortland New York, 13405

Roll Call- Chairman McMahon called the meeting to order at 12:20 PM.

Mike McMahon	Chairman	Present
Stephen Compagni	Vice Chairman	Present
Clint Brooks	Secretary	Present
Deborah Hayden	Treasurer	Present
Dr. Kathleen Burke	Member	Present
William McGovern	Member	Present
Donald Richards	Member	Present
Melanie Vilardi	Executive Director	Present
Andrea Skeels	Chief Finance Officer	Present
Ashley Riehlman	Community Relations Specialist	Present
John Sidd	IDA Counsel	Present
Josh Colistra	iSpice Foods	Present

Also Present – Jason Hage and Robert Edwards

Approval of Minutes – August 18, 2025

Chairman McMahon made a motion to approve the minutes as presented, Mr. Brooks seconded the motion, all voting in favor; none opposed.

New Business

1. Cortland County Legislature Chairman Kevin Fitch – Rescheduled to October
2. iSpice Foods Mortgage Tax Exemption – Josh Colistra, General Manager of the Cortland Plant, discussed the following:
 - Currently running 20 operational lines with the goal of expanding to 50-70 lines.
 - Housing challenges has made staffing difficult
 - 145 employees as of today with 20 immediate openings.

Chairman McMahon motioned to grant an additional mortgage tax of \$124,625. Mr. Compagni seconded the motion.

3. 2025 IDA Budget – IDA budget was reviewed and presented by CFO Andrea Skeels. Chairman McMahon made a motion to adopt the 2026 budget as presented, Mrs. Hayden seconded the motion; all voting in favor, none opposed.



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Old Business

1. 40 Main St Cortland Update

Monthly Reports –

1. Finance Report – Mrs. Skeels reviewed the monthly financial statements
2. Directors Report

Adjourn – Meeting was adjourned at 1:10 PM