

Hamburg Industrial Development Agency

**Board of Directors Meeting
February 14, 2014**

Robert Chesbro Conference Room

Present

Steve Walters
Lou McDonald
Tom Moses
Patricia Brunner-Collins
Mike Quinn
Mike Sendor

Excused

Patricia Paul
Norma Rusert-Kelly
Jack Chiappone

Executive Director

Michael J. Bartlett

Guests

Nathan Neill
Craig Cwick
Michael Leydecker
Kevin Kreutzer
Dave Manko
Drew Reilly
Bob Hutchinson

- **Move** to open the Board of Directors meeting at 8:02 am.

- **Motion** to approve the minutes from the December 13, 2013 Board of Directors meeting.

Moved: Lou McDonald

Seconded: Tom Moses

Ayes: Walters, Quinn, Brunner-Collins, Sendor, McDonald, Moses

Nays: None

Carried

- **Motion** to approve the minutes from the January 2, 2014 Board of Directors meeting.

Moved: Steve Walters

Seconded: Lou McDonald

Ayes: Quinn, Sendor, Moses, Brunner-Collins, Walters, McDonald

Nays: None

Carried

- **Motion** to approve the December 2013 Treasurer's Reports.

Moved: Mike Sendor

Seconded: Lou McDonald

Ayes: Walters, Quinn, Moses, Brunner-Collins, Sendor, McDonald

Nays: None

Carried

- A letter from the Town to NYS Department of Transportation requesting a Break-In-Access onto New York State Route 5 to service the Lake Erie Commerce Center was reviewed. This is the first step in the process to obtain the Break-In-Access. The sale of 50 acres of land in the industrial park is contingent on receiving DOT approval.

-A proposal from Wendel to provide professional services for the NYSDOT Break-In-Access request for the Lake Erie Commerce Center was discussed. The scope of services to be provided include:

1. Assistance during conceptual review
2. Concept Access Plan Development
3. Traffic Impact Study
4. Prepare a Freeway Access Modification Report
5. Provide assistance during NYSDOT review

The total fee for the contract with Wendel would not exceed \$52,700.00. This total includes \$13,900.00 for a traffic study, the funding of a \$10,000 portion of which was previously approved by the agency.

RESOLUTION OF THE TOWN OF HAMBURG INDUSTRIAL DEVELOPMENT AGENCY AUTHORIZING A CONTRACT FOR PROFESSIONAL SERVICES IN CONNECTION WITH THE SUBMITTAL OF A BREAK-IN-ACCESS REQUEST TO THE NEW YORK STATE DEPARTMENT OF TRANSPORTATION IN CONNECTION WITH THE DEVELOPMENT OF THE LAKE ERIE COMMERCE CENTER.

Moved: Tom Moses

Seconded: Steve Walters

Ayes: Quinn, Brunner-Collins, Sendor, McDonald, Moses, Walters

Nays: none

Carried

-Mike Sendor, Kevin Kreutzer, Bob Hutchinson and Executive Director Bartlett have met with three website companies. After reviewing the proposals, it was recommended that I Evolve Technology Services be hired to develop websites for both the HIDA and HNYLDC. Kevin Kreutzer reviewed the reasons for choosing I Evolve and Bob Hutchinson answered several technical questions raised by the board.

- **Motion** to authorize Executive Director Bartlett to sign a contract with I Evolve Technology Services to design websites for the Town of Hamburg Industrial Development Agency and Hamburg new York Land Development Corporation including a Responsive Build option for a cost not to exceed \$7,425.00 and hosting fees not to exceed \$900.00 annually for both sites.

Moved: Steve Walters

Seconded: Tom Moses

Ayes: Quinn, Sendor, McDonald, Brunner-Collins, Walters, Moses

Nays: none

Carried

-The Land Development Corporation has received a bill from the Town for \$15,000 for interest for 2013 on the loan the LDC received from the Town for the purchase of the Bayview/Route 5 property. The LDC currently has \$7,301.74 of assets in the form of a checking and savings accounts. The LDC has received \$95,000 from the HIDA in two separate loans (\$75,000 & \$20,000). A Discussion took place on the amount of the loan and it was agreed to lend the HDC \$25,000 to cover the interest payment to the Town and leave the LDC with some operating funds.

RESOLUTION OF THE TOWN OF HAMBURG INDUSTRIAL DEVELOPMENT AGENCY AUTHORIZING A LOAN IN AN AMOUNT NOT TO EXCEED \$25,000 TO THE HAMBURG NEW YORK LAND DEVELOPMENT CORPORATION TO ASSIST THEM TO MAKE INTEREST PAYMENTS DUE TO THE TOWN OF HAMBURG IN CONNECTION WITH THE LOAN FOR THE PURCHASE OF THE BAYVIEW ROAD PROPERTY AND TO PROVIDE OPERATING FUNDS

Moved: Mike Sendor

Seconded: Patricia Brunner-Collins

Ayes: Walters, Quinn, Moses, McDonald, Sendor, Brunner-Collins

Nays: None

Carried

-A discussion took place as to whether the LDC should be charged interest by the HIDA for the three loans they have received. Bond Council Neill felt that interest should be charged once the LDC sold off some of the land and had funds on hand. He suggested a rate of 2% per annum commencing on January 1, 2016. The Board agreed with the Bond Council's recommendation and the resolution and note will reflect the recommendations.

- Due to delays in arranging financing and an extremely cold winter, K&H Industries has not been able to start their remodeling/repair project at the former American Envelope building on Grimsby Drive in the Town. Their sales tax exemption expires on 3-15-14, and they are requesting a one-year extension.

RESOLUTION OF THE TOWN OF HAMBURG INDUSTRIAL DEVELOPMENT AGENCY GRANTING A ONE YEAR EXTENSION TO K & H INDUSTRIES, INC. AND GRIMSVIEW PROPERTIES, LLC IN CONNECTION THE 2013 K & H INDUSTRIES, INC. PROJECT

Moved: Steve Walters

Seconded: Tom Moses

Ayes: Quinn, McDonald, Brunner-Collins, Sendor, Walters, Moses

Nays: None

Carried

- Due to issues that arose with the last two buildings in Phase I (see attached letter for detailed description), the completion of Phase I was delayed. After negotiations with the Town, work is moving forward, but an extension is needed to complete the last two buildings in Phase I. It is the opinion of Bond Council Nathan Neill that the request for an extension is reasonable. It is also Mr. Neill's opinion that an extension to August 14, 2014 be granted (Company requested an extension to March 2014) to assure the company has adequate time to complete all necessary work on Phase I.

RESOLUTION OF THE TOWN OF HAMBURG INDUSTRIAL DEVELOPMENT
AGENCY GRANTING A SIX MONTH EXTENSION TO VILLAGES OF MISSION
HILLS LLC IN CONNECTION 2011 VILLAGES OF MISSION HILLS LLC PROJECT

Moved: Lou McDonald **Seconded:** Mike Sendor
Ayes: Walters, Quinn, Moses, Brunner-Collins, McDonald, Sendor
Nays: None
Carried

-Due to delays in the completion of Phase I of the Villages of Mission Hills Senior Housing project, the company has not started Phase II of the project. They are currently waiting for approval from Erie County Sewer and Health Department before work on the infrastructure for Phase II can begin. As a result, the company is requesting a one year extension of the Inducement Resolution.

RESOLUTION OF THE TOWN OF HAMBURG INDUSTRIAL DEVELOPMENT
AGENCY GRANTING A ONE YEAR EXTENSION TO VILLAGES OF MISSION
HILLS II LLC OF THE INDUCEMENT RESOLUTION APPROVED BY THE
AGENCY FEBRUARY 22, 2013

Moved: Lou McDonald **Seconded:** Tom Moses
Ayes: Walters, Quinn, Brunner-Collins, Sendor, McDonald, Moses
Nays: None
Carried

- **Motion** to adjourn at 8:34 am.

Moved: Steve Walters **Seconded:** Tom Moses
Ayes: Quinn, Sendor, McDonald, Brunner-Collins, Walters, Moses
Nays: None
Carried

Sincerely,

Michael J. Bartlett
Executive Director