Salamanca Industrial Development Agency

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**SUMMARY OF MEETING MINUTES**

**FOR IDA and SADC BOARD**

**May 03, 2023**

**4:12 P.M.**

**CALL TO ORDER the IDA and SADC**

Board Member David Skiba called a combined meeting to order at 4:12 P.M. for the Salamanca IDA and The Salamanca Area Development Corp.

*Board Members:* Brooke Baker, John Hill, David Skiba, Thomas Cole & Mike Zaprowski

*Board Members absent:* None

*Attorney:* None

*Employees:* Laurie Andrews, Gary Milliman

*Guest:* None

*Press:* None

**APPROVAL OF MINUTES**

Mike Zaprowski made a motion to approve the Salamanca IDA’s and SADC’s April 6, 2023 minutes. Tom Cole seconded the motion.

Ayes: Brooke Baker, Mike Zaprowski. David Skiba, Thomas Cole & John Hill

Nays: None. Motion Carried

**JOURNAL ENTRY’S**

Brooke Baker made a motion to approve the Salamanca IDA’s and SADC’s Journal Entry’s. Mike Zaprowski seconded the motion.

Ayes: Brooke Baker, Mike Zaprowski, David Skiba, Thomas Cole & John Hill

Nays: None. Motion Carried

**APPROVAL OF REPORT, TRANSFERS, AND PAY BILLS**

Brooke Baker made a motion to approve the Salamanca IDA’s and SADC’s reports, transfers, and bills. Mike Zaprowski seconded the motion.

Ayes: Brooke Baker, Mike Zaprowski, David Skiba, Thomas Cole & John Hill

Nays: None. Motion Carried

**NEW BUSINESS**

● Laurie Andrews informed the board that the financial audit was due to take place the week of May 22, 2023.

● Gary Milliman discussed a call from the school informing us of their interest in our Rochester Street property once again. We are waiting to see if they want to proceed with the next phase of the environmental.

A motion was made by Brooke Baker and seconded by Tom Cole for a proposal for the school to pay for the 2nd phase of the environmental study if they are interested in proceeding with the purchase of the property.

Ayes: Brooke Baker, David Skiba, Tom Cole, Mike Zaprowski and John Hill

Nays: None. Motion carried

● Gary Milliman discussed the potential vacancy at our Rochester Street building starting July 1, 2023.

A motion was made by Brooke Baker and seconded by David Skiba to rent to Snyder Industries with approval of a sublease to Lin Industries starting August 1, 2023 at a rate of $1700 per month with an annual increase of 5%.

Ayes: Brooke Baker, David Skiba, Tom Cole, Mike Zaprowski and John Hill

Nays: None. Motion carried

**EXECUTIVE SESSION**

**●** A motion was made by Brooke Baker and seconded by David Skiba at 4:35 pm to call an Executive Session to discuss issues with Monroe Table.

Ayes: Brooke Baker, David Skiba, Tom Cole, Mike Zaprowski and John Hill

Nays: None. Motion carried.

●A motion was made by Mike Zaprowski and seconded by John Hill at 4:50 pm to come out of Executive Session.

Ayes: Brooke Baker, David Skiba, Tom Cole, Mike Zaprowski and John Hill

Nays: None. Motion carried.

The board requested letters be sent to all involved parties including Monroe Table and California Dance Floor.

**OLD BUSINESS**

● Gary Milliman informed the board that the lease for the front portion of the firehall building has been signed and first months rent and security deposit has been received. Gary will have gravel delivered so a parking lot can be made and has contacted the plumber about a hot water tank installation.

**SADC**

● Gary Milliman reported the construction of the dividing wall has begun at the Morningside Warehouse. Gary will talk with Jim Snyder about when the Geothermal heating can begin.

**SECTION 8 PROGRAM**

**●** Laurie Andrews reported she and Gary Milliman had attended the 211.com conference at Holiday Valley on April 14th and learned about several programs that are available for this area.

● Laurie Andrews reported that the Salamanca Section 8 program has been extremely busy the last 4 week with walk-ins and phone calls in addition to regular appointments.

**ADJOURNMENT**

Tom Cole made a motion to adjourn the meeting at 5:10 P.M. John Hill seconded the motion.

Ayes: Brooke Baker, Mike Zaprowski, Tom Cole, David Skiba & John Hill

Nays: None. Motion Carried

Respectfully submitted,

Laurie Andrews & Gary Milliman