



Salamanca Industrial Development Agency

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SUMMARY OF MINUTES MEETING FOR IDA and SADC BOARD August 5, 2020 4:00 P.M.

CALL TO ORDER the IDA and SADC

Board Member Michael Zaprowski called a combined meeting to order at 4:05 P.M. of the Salamanca IDA and The Salamanca Area Development Corp.

Board Members: John Hill, David Skiba, Brooke Baker, Michael Zaprowski and Thomas Cole

Board Members absent:

Attorney: Robert McLaughlin Absent

Employees: Ruthe Riehle, Shayla Adamic

Guest:

Press: None

APPROVAL OF MINUTES

Michael Zaprowski, made a motion to approve the Salamanca IDA's May 5, 2020 minutes, Thomas Cole Seconded the motion.

Ayes: John Hill, David Skiba, Brooke Baker, Michael Zaprowski, and Thomas Cole
Nays: None. Motion Carried

APPROVAL OF REPORT, TRANSFERS, JOURNAL ENTRIES AND PAY BILLS

John Hill made a motion to approve the June, July 2020 abstracts for the IDA and the SADC, Brooke Baker Seconded the motion.

Ayes: John Hill, David Skiba, Brooke Baker, Michael Zaprowski and Thomas Cole
Nays: None. Motion Carried

OLD BUSINESS

The appraisal for 252 – 270 Rochester Street was postponed for the time being.

NEW BUSINESS

The Board feels that they have not received any requests for assistance so at this time they will not look into the "IDA Loan and Grant Programs due to Covid-19"

Thomas Cole made a motion to approve the phone poll on July 9, 2020 to allow Ruthe Riehle to sign the Engagement letter with Bridges, Horning & Company, P.C. to approve the commencement of the 2020 Audit July 20, 2020. Michael Zaprowski Second the Motion.

Brooke Baker Yes
John Hill Yes
Thomas Cole Yes
Michael Zaprowski Yes
Motion Carried

Brooke Baker made a motion to approve the email pole on July 7^h to allow Dan Smith to do necessary repairs on 25 Morningside that is needs to be completed and take the expense off his monthly rent as needed. Thomas Cole Seconded the motion.

Brooke Baker Yes
John Hill Yes
Thomas Cole Yes
Michael Zaprowski Yes
Motion Carried

Brooke Baker made a motion to approve the sponsorship of the “Welcome Back to Hope” concert in Jefferson Street Park on August 8, 2020 for \$150.00. David Skiba Second the motion.

Brooke Baker Yes
John Hill Yes
Thomas Hill Yes
David Skiba Yes
Michael Zaprowski Yes
Motion Carried

SADC

Starting September 1, 2020, the Salamanca American Legion and Auxiliary will take on the Home Town Hero project. Currently we have sold 242 with more being sold every day. Applications can still be picked up here at City Hall and returned with their documentation, but the Legion will handle everything from that point forward.

SECTION 8 PROGRAM

David Skiba made a motion to approve the email pole to approve the payment of the renewal of the HAPPY software contract, Thomas Cole Second the motion.

Brooke Baker Yes
John Hill Yes
Thomas Hill Yes
David Skiba Yes
Michael Zaprowski Yes
Motion Carried

Brooke Baker made a motion to approve the Debit Card Policy with changes from allowing \$500 daily purchase to \$750 daily purchase, Michael Zaprowski Second the motion.

Brooke Baker Yes
John Hill Yes
Thomas Hill Yes
David Skiba Yes
Michael Zaprowski Yes
Motion Carried

EXECUTIVE SESSION

Michael Zaprowski made a motion to go into executive session at 5:04 PM pm. Thomas Cole Seconded the Motion.

Ayes: John Hill, David Skiba, Brooke Baker, Michael Zaprowski and Thomas Cole
Nays: None. Motion Carried

Brooke Baker made a motion to come out of executive session at 6:00 pm. Thomas Cole Seconded the Motion.

Ayes: John Hill, David Skiba, Brooke Baker, Michael Zaprowski and Thomas Cole
Nays: None. Motion Carried

The following action is the results of the Executive Session:

Brooke Baker made a motion to approve upon Ruthe Riehle's retirement that her buyout will be allocated as follows: 75% will come from the Housing Choice Voucher program (Section 8) and 25% will come from the IDA funds. David Skiba Seconded the Motion.

Brooke Baker Yes
John Hill Yes
Thomas Hill Yes
David Skiba Yes
Michael Zaprowski Yes
Motion Carried

ADJOURNMENT

John Hill made a motion to adjourn at 6:15 p.m. David Skiba seconded the motion.

Ayes: John Hill, David Skiba, Brooke Baker, Michael Zaprowski
and Thomas Cole
Nays: None. Motion Carried

Respectfully submitted,
Ruthe Riehle, *SIDA Managing Director*