



Salamanca Industrial Development Agency

225 WILDWOOD AVENUE, SUITE 9, SALAMANCA, NY 14779
PHONE (716) 945-3230, FAX (716) 945-5033

SUMMARY OF MINUTES MEETING FOR IDA and SADC BOARD April 7, 2021 4:00 P.M.

CALL TO ORDER the IDA and SADC

Board Member Brooke Baker called a combined meeting to order at 4:06 P.M. of the Salamanca IDA and The Salamanca Area Development Corp.

Board Members: Michael Zaprowski, Brooke Baker, John Hill

Board Members absent: David Skiba, Thomas Cole

Attorney: Robert McLaughlin

Employees: Shayla Adamic and Ruthe Riehle

Guest: NONE

Press: NONE

APPROVAL OF MINUTES

John Hill made a motion to approve the Salamanca IDA's and SADC's March 3, 2021 minutes, Brooke Baker seconded the motion.

Ayes: Michael Zaprowski, Brooke Baker, and John Hill,

Nays: None. Motion Carried

JOURNAL ENTRY'S

John Hill made a motion to approve the Salamanca IDA's and SADC's Journal Entry's, Brooke Baker seconded the motion.

Ayes: Michael Zaprowski, Brooke Baker, and John Hill,

Nays: None. Motion Carried

APPROVAL OF REPORT, TRANSFERS, AND PAY BILLS

John Hill made a motion to approve the Salamanca IDA's and SADC's reports, transfers, and bills, Brooke Baker seconded the motion.

Ayes: Michael Zaprowski, Brooke Baker, and John Hill,

Nays: None. Motion Carried

NEW BUSINESS

Due to the Nicole Jimerson accepting a new position and leaving the IDA/SADC employment, Ruthe Riehle will be coming back part time 21 hours a week at \$20.00 an hour until June 30, 2021. Brooke Baker made a motion to approve Ruthe Riehle returning part time at \$20.00 per hour at a maximum of 21 hours per week. Michael Zaprowski second the motion.

Ayes: Michael Zaprowski, Brooke Baker, and John Hill,

Nays: None.

The IDA/SADC position will be advertised to be filled in the near future. Depending on the applicants experience and abilities, it will be decided whether the position will be full or part time. The need for a Housing Quality Standards inspector and a property repairman was discussed.

Board Member's training with the ABO office was discussed. Michael Zaprowski turned in his verification that he had completed it. The other Board members will schedule their training in the near future.

The Fiduciary Duties document was signed by all Board members present and will be placed in their office file.

The Board evaluation document was completed by the present Board members and will be placed in their Broad file.

The Board is interested in selling the IDA owned lots located in the City. Ruthe Riehle will reach out to the neighbors to the IDA properties and inform them of the Auction and or Biding process for their sale.

Robert McLaughlin stated that for the 137 Main St property, claimed by the Seneca Nation due to being an old railroad depot, should possibly have a quick claim deed done in order to get the IDA's name unassociated with it.

The Board talked about the possibility of taking the Agencies building's insurance out to bid for next year.

OLD BUSINESS

The Board is interested in researching having their own web site for the agency. Shayla Adamic will continue to look into the possibility.

SADC

NONE

SECTION 8 PROGRAM

NONE

EXECUTIVE SESSION

NONE

ADJOURNMENT

Michael Zaprowski, made a motion to adjourn at 5:30 p.m. Brooke Baker seconded the motion.

Ayes: John Hill, Michael Zaprowski, and Brooke Baker

Nays: None. Motion Carried

Respectfully submitted,
Shayla Adamic, *IDA Managing Director*