

**Montgomery County Industrial Development Agency Meeting  
September 8, 2022  
Meeting Minutes**

**MEMBERS PRESENT:**  
Matthew Beck, Co-Chair  
Carol Shineman, Co-Chair  
Mark Kowalczyk, Member  
Brent Phetteplace, Member

**STAFF MEMBERS PRESENT:**  
Kenneth F. Rose, Chief Executive Officer  
Sheila Snell, Chief Financial Officer  
Vincenzo Nicosia, Director of Program Dev.  
Andrew Santillo, Staff Assistant  
Chris Canada, Esq., Agency Counsel

**ABSENT:**  
Amanda Auricchio, Esq., Member  
Laurie Weingart, Secretary  
Cheryl Reese, Treasurer

**OTHERS PRESENT:**

**I. Call to Order**

The meeting was called to order by Co-Chair Beck at 4:31 p.m.

**II. Minutes**

A motion was made by Carol Shineman, seconded by Mark Kowalczyk, to approve the meeting minutes from the IDA regular meeting of July 14, 2022.

**III. Communications**

There were no communications.

**IV. Public Comments**

There was no public comment.

**V. Chair's Report**

There was no Chair's report.

**VI. Director's Report**

Mr. Ken Rose provided an update on the website project. Engines of Creation has been contracted to revamp the department's website and they anticipate the project to be completed in about six months.

Mr. Rose also stated that the land closing in the Glen Canal View Business Park, with the county, is nearly complete. Prime AE is working on a subdivision in the park for the Daim Logistics expansion and once that approval is received from the town planning board, the closing will take place.

Mr. Rose also stated that agency counsel will provide an update at a subsequent meeting regarding accessing funds related to MC-3.

**VII. Financial Report**

**A. Financial Report**

Ms. Sheila Snell said that the Financial Report has been printed out for Agency board members.

A motion was made by Brent Phetteplace, seconded by Carol Shineman, to approve the financial transaction reports for April through June. All members present were in favor.

**B. Revolving Loan Fund**

Ms. Sheila Snell said that the Revolving Loan Fund is included in the Agency board members' packets.

**VIII. Marketing Report**

**A. Marketing Software**

Mr. Ken Rose provided an update on the marketing software which will be very advantageous with regards to backing up the department's marketing strategy, retention and other opportunities for business attraction. It will also be worthwhile with the county taking a more of an active role in the promoting tourism for the county.

The following resolution was offered by Mark Kowalczyk, seconded by Brent Phetteplace, to wit:

RESOLUTION AUTHORIZING THE ENTERING OF THE MONTGOMERY COUNTY INDUSTRIAL DEVELOPMENT AGENCY INTO AN AGREEMENT FOR PROFESSIONAL SERVICES-MARKETING SOFTWARE

The question of the adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

|                           |        |        |
|---------------------------|--------|--------|
| Matthew Beck              | VOTING | YES    |
| Carol Shineman            | VOTING | YES    |
| Mark Kowalczyk            | VOTING | YES    |
| Amanda J. Auricchio, Esq. | VOTING | ABSENT |
| Laurie Weingart           | VOTING | ABSENT |
| Cheryl Reese              | VOTING | ABSENT |
| Brent Phetteplace         | VOTING | YES    |

The foregoing Resolution No. 22-18 was thereupon declared duly adopted

**IX. Unfinished Business**

**A. Targeted Industry Marketing Study**

Jim Damicis, Senior Vice President from Camoin Associates, provided the Agency board an update about the work that has been completed towards the Targeted Industry Analysis, with an eye towards developing and implementing a marketing plan towards business attraction.

**B. Dollar General**

Agency counsel states that a resolution is needed for the new Dollar General project because there is a deviation from the Agency’s Uniform Tax Exempt Policy (UTEP). This is because the Town of Florida doesn’t have a property tax and so this deviation is because it will receive part of the Payment In Lieu Of Taxes (PILOT) payment.

This resolution authorizes the sending of a letter to the taxing jurisdictions about the deviation, and once 30 days has passed, the deviation can be authorized at the Agency’s next board meeting.

Mr. Ken Rose reiterates that there is no deviation, with regards to the Agency’s standard tax exemptions policy. The percentages will remain fixed — the only deviation is that the Town of Florida will receive some property tax out of this transaction.

The following resolution was offered by Carol Shineman, seconded by Mark Kowalczyk, to wit:

PILOT DEVIATION NOTICE RESOLUTION DG DISTRIBUTION NORTHEAST,  
LLC D/B/A DOLLAR GENERAL CORPORATION

The question of the adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

|                           |        |        |
|---------------------------|--------|--------|
| Matthew Beck              | VOTING | YES    |
| Carol Shineman            | VOTING | YES    |
| Mark Kowalczyk            | VOTING | YES    |
| Amanda J. Auricchio, Esq. | VOTING | ABSENT |
| Laurie Weingart           | VOTING | ABSENT |
| Cheryl Reese              | VOTING | ABSENT |
| Brent Phetteplace         | VOTING | YES    |

The foregoing Resolution No. 22-19 was thereupon declared duly adopted

In accordance with General Municipal Law and Public Authorities Law, there was an appraisal done on the property. Anytime there is disposition of property owned by the IDA and the sale price above \$100,000, an explanatory statement needs to be sent out.

This resolution authorizes the sale of the land by the IDA to Dollar General.

The following resolution was offered by Mark Kowalczyk, seconded by Brent Phetteplace, to wit:

RESOLUTION AUTHORIZING SALE OF PROPERTY LOCATED IN FLORIDA  
BUSINESS PARK

The question of the adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

|                           |        |        |
|---------------------------|--------|--------|
| Matthew Beck              | VOTING | YES    |
| Carol Shineman            | VOTING | YES    |
| Mark Kowalczyk            | VOTING | YES    |
| Amanda J. Auricchio, Esq. | VOTING | ABSENT |
| Laurie Weingart           | VOTING | ABSENT |
| Cheryl Reese              | VOTING | ABSENT |
| Brent Phetteplace         | VOTING | YES    |

The foregoing Resolution No. 22-20 was thereupon declared duly adopted

**C. Shared Services Facility**

Mr. Ken Rose stated the county is purchasing furnishings and furniture for the department's new office at the Shared Services Facility. This resolution authorizes the remaining balance to be purchased.

The following resolution was offered by Mark Kowalczyk, seconded by Carole Shineman, to wit:

RESOLUTION AUTHORIZING THE PURCHASE OF FURNITURE AND FIXTURES

The question of the adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

|                           |        |        |
|---------------------------|--------|--------|
| Matthew Beck              | VOTING | YES    |
| Carol Shineman            | VOTING | YES    |
| Mark Kowalczyk            | VOTING | YES    |
| Amanda J. Auricchio, Esq. | VOTING | ABSENT |
| Laurie Weingart           | VOTING | ABSENT |
| Cheryl Reese              | VOTING | ABSENT |
| Brent Phetteplace         | VOTING | YES    |

The foregoing Resolution No. 22-21 was thereupon declared duly adopted

**X. New Business**

There was no new business.

**IX. Adjournment**

A motion was made by Carol Shineman, seconded by Mark Kowalczyk, to adjourn the meeting at 5:11 p.m. All members present were in favor.

Respectfully submitted,

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Andrew Santillo  
Economic Development Staff Assistant  
Attachments: Resolution No. 22-18, 22-19, 22-20, 22-21