

**COUNTIES OF WARREN AND WASHINGTON  
INDUSTRIAL DEVELOPMENT AGENCY**

5 Warren Street, Suite 210  
Glens Falls, New York 12801

Tel. (518) 792-1312

**AGENDA**  
October 21, 2019

Call to Order, Roll Call and Quorum Confirmation

a. Election of Chair - Lais

Approval of Minutes of the September 16, 2019 IDA Board Meeting

**Current Accounts Payable**

<b><u>FitzGerald Morris Baker Firth, P.C.</u></b>	\$ 2,519.00
<i>M0001 - General File -Sept 2019</i>	
<b><u>P. Hoffman Realty</u></b>	\$ 600.00
<i>Office Rent - Oct 2019</i>	
<b><u>Jarrett Engineers PLLC</u></b>	\$ 47.50
<i>professional service 8/1/19-8/31/19</i>	
<b><u>Adirondack Mobile Shredding</u></b>	\$ 240.00
<i>8 65 Gallon Unload</i>	
<b><u>Black Dog Designs</u></b>	\$ 50.00
<i>Website Edits</i>	
<b><u>Staples</u></b>	\$ 179.00
<i>Office Supplies</i>	
<b><u>Spectrum</u></b>	\$ 169.98
<i>Monthly Phone and Internet Service</i>	
<b><u>O&amp;M for HF Park Properties</u></b>	\$ 100.00
<i>bi-annual sewer bill for 124-130 &amp; 132-134 Main St.</i>	
<b><u>WDR</u></b>	\$ 3,100.00
<i>Final Billing for 2018 Audit</i>	
* <b><u>Alie White</u></b>	\$ 1,499.21
<i>Net Payroll -Oct. 2019</i>	
<b><u>Town of Kingsbury</u></b>	\$ 450.00
<i>3rd QTR Water Bill Casey Road</i>	
<b><u>McCarthy &amp; Conlon, LLP</u></b>	\$ 400.00
<i>Sept IDA bookkeeping</i>	
<b><u>Glens Falls Printing</u></b>	
<i>Business Cards for Office Administrator</i>	\$ 75.00
<b><u>Subtotal</u></b>	<b><u>\$ 9,429.69</u></b>

**Pilot Pass-Through Payments: School Taxes**

<i>Ray Energy Corp</i>	\$ 1,458.71
<i>18 Hospitality</i>	\$ 67,911.04
<i>Irving Consumer Products</i>	\$ 304,744.45
<i>LG Plaza</i>	\$ 54,735.14
<i>Aviation Hospitality</i>	\$ 69,091.76
<i>FireTek</i>	\$ 5,649.18
<i>Mohawk Industrial Werks</i>	\$ 5,016.35
<i>Morris Products</i>	\$ 28,218.76
<i>RAN Entertainment</i>	\$ 14,738.22
<i>TSRB</i>	\$ 12,700.28
<b><i>Subtotal</i></b>	<b><u>\$ 564,263.89</u></b>

**Grand Total of Payables:** \$ 573,693.58

**New Business**

- a. Colin Combs finalized audit
- b. Accept Independent Audit

**Old Business**

- a. Park Business - Campbell/O'Brien/Kelley
- b. Adopt Records Retention Policy
- c. PILOT Billing Update - White
- d. Priority List Update
- e. Recapture Policy - Brandi
- f. Sexual Harrassment/Violence in the workplace training-White
- g. Proposed 2020 Budget
- h. WWIDA costs and fees/application amendments follow up - Brandi
- i. Marketing & Direction, Executive Director

**New Business**

- a. RFP Attorneys
- b. Livestream Meetings
- c. Proposed Budget - O'Brien
- d. Independent Audit RFP
- e. Bond reclass approval for Silver Bay
- f. Kubricky resolution
- g. PARIS approval
- h. Dec 16th Christmas Party after the Board meeting at the Docksider