

Minutes of the Meeting of the  
Oneida County Industrial Development Agency

March 28, 2025

584 Phoenix Drive, Rome, NY /Webex Video/Teleconference

**Members Present:** Steve Zogby, David Grow, Kristen Martin, Tim Reed, Aricca Lewis, and James Genovese.

**Members Present Virtual:** Franca Armstrong.

**EDGE Staff Present:** Shawna Papale, Tim Fitzgerald, CJ Hanrahan, Marc Barraco, and Mark Kaucher.

**EDGE Staff Present Virtual:** Maureen Carney.

**Others Present:** Greg Creedon, The DeLong Co., Inc.

**Others Present Virtual:** Jenna Peppenelli, Levitt & Gordon; Gregg Evans, The Bonadio Group; Laura Ruberto and Linda Romano, Bond, Schoeneck & King; Mike DeLong and Marie DeLong, The DeLong Co., Inc.

S. Zogby called the meeting to order at 8:04 AM.

S. Zogby began by congratulating S. Papale on her “Salute to Outstanding Women” award from the YWCA. He also brought up that the United States Supreme Court denied a writ of certiorari filed by Bowers Development, LLC regarding the former O’Brien Plumbing property. A brief discussion ensued about the local and more widespread implications of that decision.

**Minutes – January 17, 2025**

S. Zogby presented the draft January 17, 2025 meeting minutes for review. **J. Genovese moved to approve the January 17, 2025 meeting minutes as presented. T. Reed seconded the motion, which carried 7-0.**

**2024 Audit**

A. Lewis introduced the Agency’s draft 2024 audit. She stated that the Audit Committee had met and discussed the draft with The Bonadio Group. No material or adverse comments or findings to report. She recommended that the members approve the draft audit as presented, but first allowed G. Evans to go through the draft audit in more detail. Mr. Evans commended M. Carney and the accounting team for providing all the necessary information in a timely manner. He stated that the Agency’s restricted cash is up, which directly relates to the FAST NY grant that was awarded to the Agency. The Agency’s change in net position is due to an increase in projects. The Agency’s operating budget was basically flat. He explained that this year’s audit includes an unmodified opinion, which is the highest opinion given. This means that they believe the financial statements truly reflect the Agency’s financial condition. Internal controls were deemed to be satisfactory. There were no journal entries, which is good. He asked if any of the members had questions or concerns. With no questions or comments, **D. Grow moved to approve the 2024 audit as presented. K. Martin seconded the motion, which carried 7-0.**

**Interim Financials**

M. Carney presented the February 28, 2025 interim financial statement. She stated that the Agency has not deviated from its budget. The All Seasonings Ingredients project recently closed, and that the PILOT bill has been sent to Wolfsped. No other items of note. With no questions or comments, **The Agency received and accepted the interim financials as presented, subject to audit.**

**The DeLong Co., Inc. – NYSDOT PFRAP Grant**

S. Zogby introduced a resolution authorizing the Agency to apply for a grant under the NYSDOT PFRAP Program for the benefit of The DeLong Co., Inc., conditioned upon the company assuming all obligations and duties in connection with the grant and authorizing the form and execution of related documents, subject to counsel review, all of which is subject to the Agency making a determination for the purposes of SEQR. T. Fitzgerald shared an overview of the proposal. The business is planning on making a substantial investment in its rail siding facility at its Sangerfield plant. This investment will help the company increase the capacity of products that can be transported via rail from their facility, including to international markets. The DeLong Co.’s Sangerfield facility serves over 300 farmers in Oneida County and the Central New York area. The proposed grant, if awarded, would be a reimbursement of costs incurred by The DeLong Co. for these upgrades. With no other questions or comments, **A. Lewis made a motion to authorize the Agency to apply for a grant**

**under the NYSDOT PFRAP Program for the benefit of The DeLong Co., Inc., conditioned upon the company assuming all obligations and duties in connection with the grant and authorizing the form and execution of related documents, subject to counsel review, all of which is subject to the Agency making a determination for the purposes of SEQR. D. Grow seconded the motion, which carried 7-0.**

#### **Annual Job Review**

S. Papale and M. Kaucher directed the members' attention to the 2024 jobs report, and in particular the handful of projects with job shortfalls. S. Papale gave an overview of process to be taken to address these shortfalls with the individual projects. D. Grow expressed the importance of having a thoughtful conversation about addressing each of these shortfalls. S. Zogby emphasized that businesses and industries change and that the Agency needs to strike a balance between pursuing remedies to shortfalls while acknowledging changing conditions and not further hurting businesses. Staff will be reaching out to representatives from these projects to give them an opportunity to share their circumstances with the Agency.

#### **Ratify and Confirm PAAA Submissions**

Chair Zogby introduced a resolution to ratify and confirm the required PAAA documents and to approve their submission to New York State. **T. Reed moved, and D. Grow seconded, a motion to ratify and confirm the required PAAA documents and to approve their submission to New York State. The motion carried 7-0.**

#### **OCIDA Mission Statement Ratification & Approval of Performance Measurements for 2024**

Chair Zogby asked for a motion to ratify the Agency's mission statement. **A. Lewis made a motion, and J. Genovese seconded, to ratify the Agency's mission statement. The motion carried 7-0.** S. Zogby then requested a motion to approve the Agency's performance measurements for 2024. **T. Reed motioned, and D. Grow seconded, to approve the Agency's performance measurements for 2024. The motion carried 7-0.**

#### **Confidential Board Performance**

S. Zogby reminded the members to complete the confidential board performance evaluation forms and to submit them to T. Fitzgerald as soon as possible.

#### **Discussion Relating to Sublease Amendments**

S. Zogby shared that it would be useful to review the Agency's consent process on subleases in project facilities in order to improve efficiency and responsiveness to the project businesses. L. Ruberto explained that the project leaseback agreements, which the Agency enters into with approved projects, require prior consent of the Agency when a new tenant is occupying space in a project facility. Counsel recommends this practice remain intact. The Agency has also been requiring companies request prior consent to subsequent modifications of a sublease. Counsel does not believe member consent is necessary in those instances because the Agency is largely not concerned with changes in business terms, nor is consent required under the leaseback agreement. Instead, counsel proposes a change in leaseback agreements that requires a company to provide the Agency with a copy of sublease amendments within ten days following execution. This will give the Agency the ability to stay informed of changes and respond if any changes do impact the project facility. The consensus among the members was that this is a reasonable proposal, and requested counsel to implement this change.

**S. Zogby reminded the members that Oneida County's housing study report was recently unveiled. The members ought to review this and allow it to inform revisions to the Agency's housing policy.**

#### **Adjournment**

With no further business, S. Zogby asked for a motion to adjourn. **At 8:43 AM A. Lewis moved, and K. Martin seconded a motion to adjourn. Motion carried, 7-0.**

Respectfully Submitted,  
Tim Fitzgerald