



WYOMING COUNTY IDA BOARD MEETING

Thursday, January 15, 2026 @ 2:30 PM
Wyoming County Ag & Business Center, 36 Center Street, Warsaw, NY 14569

AGENDA

1. **Roll call** to establish quorum
2. **Administrative**
 - A. Review/approve minutes from December 11, 2025
 - B. Review/approve financial reports December 2025
3. **Action Item**
 - A. Extend Sales Tax Exemption for Elitsac, Inc.
 - B. Review and approve the annual MOU with the Wyoming County Business Center
4. **Executive Director's Report**
5. **Discussion Item**
 - A. Annual staff compensation
6. **Next Meeting**: February 12, 2026
7. **Adjournment**

WYOMING COUNTY IDA BOARD MEETING MINUTES

The WCIDA Board of Directors met on December 11, 2025 at 2:30 PM, at the Wyoming County Agriculture and Business Center, 36 Center Street, 2nd Floor Conference Room, Warsaw, NY 14569.

Chairman Dadd called the meeting to order at 2:34 PM.

1. Roll call:

In attendance were: Mark Dadd, Chairman; A. D. Berwanger, Vice-Chairman; Rebecca Ryan, Treasurer; Thomas McCormick, Secretary; E. Joseph Gozelski, Director; Brianna Stone, Director; Scott Gardner, Executive Director; Robin Marschilok, Director of Operations; Jennifer Tyczka, Program Manager; and Kevin Zanner, Agency Counsel.

Guests: Mark George, Underwriter (joined meeting at 2:54 p.m.)

Rick Hauser, Perry NY, LLC (joined meeting at 2:58 p.m.)

Via Zoom: Christopher Johnston, Partner and Elizabeth Bianchi from EFPR Group, CPAs (joined meeting at 2:42 p.m. and left at 2:53 p.m.)

2. Administrative

A. Review/approve minutes from November 13, 2025

Minutes of the November 13, 2025 Board meeting were reviewed. A motion was made to accept the minutes by D. Berwanger and seconded by T. McCormick. The motion was unanimously carried.

B. Review/approve financial report November 2025

The financial report from November 2025 was reviewed. The financial report was accepted on a motion made by R. Ryan and seconded by D. Berwanger. The motion was unanimously carried.

C. Audit Engagement plan presentation by Chris Johnston from EFPR

Scott Gardner introduced Chris Johnston, a partner of EFPR, to present the audit plan for the 2025 annual audit, via Zoom. Johnston also introduced Elizabeth ("Lizzy") Bianchi from his firm. She will be working on the audit with Chris Johnston, as Joe Kehm has retired from EFPR. Johnston reviewed all the steps of the audit plan explaining the scope of work, responsibilities of management, audit objectives and timeline for completing the work. The Board had no questions following the presentation. S. Gardner thanked Johnston and Bianchi for joining the meeting, and Johnston and Bianchi left the meeting at 2:53 PM.

D. 2026 meeting dates (second Thursday of each month)

Gardner presented the Board with a draft 2026 meeting schedule. Gardner noted that the meeting for January 2026 will be held on January 15th due to the annual meeting of

the NYS Agricultural Society being held on January 8th, which some Board members attend. The Board approved the meeting schedule for 2026 on a motion made by D. Berwanger, seconded by R. Ryan and unanimously carried.

E. NYS Comptroller Audit

The Board received the published final audit (2024M-148) report from the NYS Comptroller's office pertaining to an audit of WCIDA PILOT payments. The report was previously reviewed and there were no negative findings to report.

3. Action Item

A. Authorize a Public Hearing for JC Equipment Rentals, LLC

Gardner reviewed the project summary for the JC Equipment Rentals, LLC application for IDA incentives. JC Equipment Rentals purchased property on South Main St. in Perry, NY and plans to establish a new business named Timber and Tin Building Supply. The project consists of the construction of two 72'x 160' pole barn buildings and reconstruction of the existing building on the property to be used for roll forming metal, selling building packages, renting heavy equipment and material storage. Gardner reviewed the cost benefit analysis prepared for the project. The total cost is estimated to be \$1,549,780. The incentives proposed for the project are more than \$100,000, therefore, a public hearing is required. Gardner explained that the owner is solidifying the financing for the project and waiting for the building permit. The Board authorized the public hearing, contingent on receiving the finalized items, on a motion made by J. Gozelski. The motion was seconded by T. McCormick and unanimously carried.

4. Executive Director's Report – Presented by Scott Gardner Wyoming County Economic Development Projects

- Jim Pierce has officially retired from full-time employment with the WCIDA but will continue to work on Emkay site redevelopment and the Steele Avenue hotel project, and is available as needed.
- WCIDA staff is waiting for the revised applications for both the loan and the PILOT for the JC Equipment Rentals LLC expansion/warehouse project in Perry. As discussed earlier in the meeting, JC Equipment Rentals LLC, plans to build two new 72' x 160' pole barn buildings to be used for a new warehouse and distribution business at 204 S. Main St. in the Village of Perry. Old site of Murph's Driving range. This project was on the County Planning Board agenda for the December 1 meeting and was approved to move ahead. The project was also on the Perry Planning Board agenda last week and should have final approvals in January pending a public hearing.

- Meeting scheduled with Peter Krog on December 17, to discuss the properties in Arcade and potential development.
- Work continues with the developer of a proposed hotel project for Arcade. The developer is trying to secure the hotel franchise agreement for the project. Staff has received the updated appraisal for the Steele Avenue property setting a current valuation of \$70,000.
- AES has sent draft Host Community Agreements (HCAs) for the wind projects to the attorneys for the towns of Wethersfield and Eagle and are awaiting approvals. Once the HCAs are fully executed, public hearings for the two projects will be scheduled.
- The WCBAC Perry New York LLC application will be presented to the WCBAC Board at the December meeting.
- Scott was approved to replace Jim on the GLOW Workforce Development Board; this will now move to the Board of Supervisors for approval.
- Scott attended a meeting of IDA directors in the Finger Lakes on November 21 in Victor, discussion items were focused on housing and energy. This will be a reoccurring meeting.
- Scott joined the steering committee for the Finger Lakes Planning Council 5-year update to the Comprehensive Economic Development Strategy (CEDS) the planning document that acts as a strategic roadmap for strengthening and diversifying the local economy through public and private collaboration. It is required for continued EDA federal funding on economic development projects for the region.
- Scott and Jennifer are also active members of the Wyoming County Comprehensive Plan Steering Committee.
- Counsel is finishing the loan documents for Putman's Maple Service LLC to schedule a closing. The documents have been sent to Putman's attorney and we are waiting on delivery of completed loan documents.
- Connected with Vicki Tiebor at Community Action and relayed the WCBAC Board's decision to modify the loan obligation. They were very pleased and appreciative of the Board's decision. We will be updating/revising the loan documents and spreadsheets to reflect the changes.
- Scott is continuing to work with agency staff to fully understand our bookkeeping and financial processes, loan accounts, PILOTS. We have also been working on updating all accounts (banking, checking, credit cards etc.).
- On Friday, December 12, Scott will attend the annual awards meeting for the GLOW Workforce Development Board. Kristi Scott from Parkside Diner will be receiving a small business award as the winner from Wyoming County.

Wyoming County Business Center Updates

- Wyoming County Business Center (WCBC) approved a Rapid Start loan request for Rebecca Duda of Kindred Designs. We are finalizing the loan documents and will close soon. Mark George did the underwriting.
- Following receipt of an application for a Rapid Start Loan for Warsaw Dry Cleaners to expand their business with a new commercial washing machine, Mark George finalized the underwriting review, and approval was given to process the loan through the WCBC. We are now beginning the process of preparing the closing documents.
- GRE project lead for Project Vector. Steele Ave Business Park to include in the regional submission. Data on file suggests solid alignment to the project's critical requirements. Question on feasibility of the electric from the Village of Arcade. All other utilities look pretty good based on existing records. The project seeks, for purchase, either an existing building of 50,000-100,000 sq ft with 24' ceilings or a 5+ acre greenfield to construct a facility with occupancy targeted by 2028 based on a desired construction timeline of 1.5 years. We sent the utility information to GRE and will wait for any other questions.

5. Discussion Item

A. Board of Directors vacancy discussion

The Board moved into executive session at 3:03 p.m. to discuss possible candidates for the vacant Board position on a motion made by J. Gozelski, seconded by T. McCormick and unanimously carried.

After discussion, the Board moved back into regular session at 3:11 PM on a motion made by D. Berwanger. The motion was seconded by R. Ryan and unanimously carried. No votes or actions were taken during executive session.

B. Drasgow Inc/Karl Drasgow surrender of agency leases

Gardner informed the Board that the Lease Agreements and PILOT Agreement with Drasgow, Inc. were terminated on October 7th, 2025. The property will be returned to the tax rolls.

6. Next Meeting

The next regularly scheduled meeting will be January 15, 2026, at 2:30 PM at the Wyoming County Agriculture and Business Center, Warsaw, N.Y.

7. Adjournment

There being no further business to discuss the meeting was adjourned at 3:13 PM on a motion made by R. Ryan, seconded by T. McCormick and unanimously approved.

Minutes prepared by R. Marschilok

<https://www.youtube.com/watch?v=GAAF6SuMECM>