

SULLIVAN COUNTY FUNDING CORPORATION

548 Broadway
Monticello, New York 12701
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SPECIAL MEETING NOTICE

TO: Suzanne Loughlin, Chairperson
Edward Sykes, Vice Chairman
Carol Roig, Secretary
Howard Siegel, Treasurer & Chief Financial Officer
Scott Smith, Assistant Treasurer
Paul Guenther, Member
Sean Brooks, Member
Philip Vallone, Member
Chairman and Members of the Sullivan County Legislature
Josh Potosek, Sullivan County Manager
John Kiefer, Agency Chief Executive Officer
Walter Garigliano, Esq., Agency Counsel
FROM: Jennifer Flad, Executive Director
DATE: February 9, 2023

PLEASE TAKE NOTICE that there will be a Special Meeting of the Sullivan County Funding Corporation scheduled as follows:

DATE: Monday, February 13, 2023

TIME: 11:10 AM (Immediately following the Regular Meeting of the County of Sullivan IDA)

LOCATION: Southern Tier Title Agency, 548 Broadway, Monticello, New York

This meeting will be livestreamed on the Sullivan County Funding Corporation's [YouTube Channel](#).

Meeting documents will be posted on the Sullivan County Funding Corporation's website [here](#).

AGENDA

- I. CALL TO ORDER**
- II. ROLL CALL**
- III. APPROVAL OF MEETING MINUTES**
January 9, 2023 Special Meeting
- IV. BILLS AND COMMUNICATIONS**
- V. NEW BUSINESS**
Any and All Business Before the Board
- VI. PUBLIC COMMENT AND ADJOURN**

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SPECIAL MEETING MINUTES
January 9, 2023

I. CALL TO ORDER

Chairperson Loughlin called to order the special meeting of the Sullivan County Funding Corporation at approximately 11:23 AM in the Legislative Hearing Room at the Sullivan County Government Center, 100 North Street, Monticello, New York 12701.

II. ROLL CALL

Members Present-

Suzanne Loughlin
Edward Sykes
Howard Siegel
Carol Roig
Scott Smith

Members Absent-

Paul Guenther
Sean Brooks
Philip Vallone (*By Telephone)

Staff Present-

John Kiefer, Chief Executive Officer
Jennifer Flad, Executive Director
Julio Garaicoechea, Project Manager
Bethanii Padu, Economic Development Coordinator

Staff Absent-

None

Others Present-

Walter Garigliano, Agency Counsel
Loreen Gebelein, Sullivan County Center for Workforce Development
Ken Walter

III. APPROVAL OF MEETING MINUTES

On a motion made by Mr. Smith, and seconded by Ms. Roig, the Board approved the minutes of the December 12, 2022 Special Meeting.

IV. BILLS AND COMMUNICATIONS

Ms. Flad presented a Schedule of Payments showing two interim expenses approved and paid since the last meeting on December 12, 2022 totaling \$4,358.70.

V. QUARTERLY FINANCIAL REPORT

Ms. Flad presented a Quarterly Financial Report. Ms. Flad noted that the Landfill Expansion Parcel was booked as income in a prior year and is being expensed in the current year. On a motion made by Mr. Sykes, and seconded by Mr. Siegel, the Board voted and unanimously approved the Quarterly Financial Report.

VI. NEW BUSINESS

On a motion made by Mr. Sykes, and seconded by Ms. Roig, the Board reviewed the proposed **Amended Governance Committee Policy**. Chairperson Loughlin called the motion to question, the Board voted, and the Amended Governance Committee Policy was unanimously adopted.

On a motion made by Mr. Sykes, and seconded by Mr. Siegel, the Board reviewed and discussed a resolution authorizing a contract for **Community and Economic Development Services with Sullivan Catskills Regional Food Hub, Inc.** Ms. Flad described the scope of the agreement. Chairperson Loughlin called the motion to question, the Board voted, and the resolution was unanimously approved.

VII. PUBLIC COMMENT AND ADJOURNMENT

Chairperson Loughlin asked those present for Public Comment. The Board recognized the comments of Loreen Gebelein, Director of the Center for Workforce Development, and Ken Walter. On a motion by Mr. Siegel and seconded by Mr. Smith, the meeting was adjourned at approximately 11:32 AM.

Respectfully submitted:
Julio Garaicoechea, Project Manager

DRAFT

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Schedule of Payments: February 13, 2023		
County of Sullivan IDA	SCRFH Insurance Reimbursement	\$ 2,904.58
County of Sullivan IDA	Special district taxes reimbursement: 120.-1-1.12 (SCRFH)	\$ 3,110.40
TOTAL		\$ 6,014.98

I certify that the payments listed above were audited by the Board of the SCFC on February 13, 2023 and allowed in the amounts shown. You are hereby authorized and directed to pay each of the claimants the amount opposite its name.

2/13/2023
Date

Signature

Expenses Approved and Paid Since Last Meeting (1/09/23)		
Sullivan Catskills Regional Food Hub, Inc.	First installment payment per Community and Economic Development agreement	\$ 81,506.15
Town of Liberty	Special district taxes reimbursement: 120.-1-1.12 and 120.-1-1.12 (SCRFH)	\$ 3,110.40
Preferred Mutual Insurance	SCRFH BOP, Excess, and Auto Insurance Monthly Premium	\$ 1,437.29
NYSEG	Food Hub power bill	\$ 539.85
Mike Preis, Inc	D&O policy renewal 2/5/23-2/5/24 (approved and paid 2/1/23)	\$ 3,395.00
TOTAL		\$ 89,988.69

Other Expenses Paid Since Last Meeting (1/09/23)—No Approval Required		
none		
TOTAL		\$ -