

## MINUTES OF MEETING HELD JUNE 23, 2020

### THE MEMBERS OF THE BOARD OF DIRECTORS OF THE WARREN COUNTY LOCAL DEVELOPMENT CORPORATION

A meeting of the Members of the Board of Directors of the Warren County Local Development Corporation (LDC) was held on June 23, 2020 at 10:30 a.m. in the Board Room/Remote Access at the Warren County Municipal Center, pursuant to the Notice of Meeting emailed June 18, 2020.

The meeting was called to order by Peter McDevitt, Chairman of the Warren County Local Development Corporation at 10:40 a.m.

The following Directors were present:

Peter McDevitt	Eugene Merlino
Matthew Simpson	
Craig Leggett	

The following Directors were absent:

Brad Magowan

Others Present:

Ed Bartholomew, CEO, Warren County Local Development Corporation  
Frank Thomas, Chairman, Warren County Board of Supervisors  
Andrea Hogan, Warren County Supervisor  
John Diamond, Warren County Supervisor  
Bennet Driscoll, Warren County Supervisor  
Claudia Braymer, Warren County Supervisor  
Douglas Beaty, Warren County Supervisor  
Ryan Moore, Warren County Administrator  
Amanda Allen, Warren County Clerk of the Board  
Robert Terwilliger, Warren County First Assistant Attorney  
Tammie DeLorenzo, Assistant to the Warren County Administrator  
Wayne LaMothe, Warren County Planner  
Patricia Tatich, Warren County Assistant Planner  
Donald Lehman, Warren County Director of Public Affairs  
Kristy Miller, Confidential Secretary to the Warren County Administrator

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Chairman McDevitt called the meeting to order. He asked for a motion to approve the minutes of the May 19, 2020 and May 29, 2020 Regular Board meetings. Motion made by Director Simpson and seconded by Director Merlino. Motion carried unanimously.

Chairman McDevitt continued with the agenda regarding the review and approval of the May 2020 Financial Statements. Mr. Bartholomew advises that there have not been any significant expenditures for this month and reminds the members of the Board that the LDC

extended for a period through September an opportunity for those that so desired to defer payments of principal and interest until the first payment, which would be due in October.

Mr. Bartholomew continues to explain that in a prior meeting it was discussed that there will be a commitment of \$10,000 from the LDC along with EDC (Economic Development Corporation) that will be put into a separate account for the Affordable Housing Study. He advises the Patricia Tatch, Warren County Assistant Planner, has been working with the Housing and Community Renewal Office for requests for qualifications for a consultant as well as getting information from the State. He indicates that this Affordable Housing Study is really needed for the feasibility, marketability and what the County's needs are.

Chairman McDevitt states that he has the Memorandum of Agreement in front of him and advises that it seems to be a reasonably straightforward document that addresses some of the important housing issues as it relates to employers and quality of life issues.

Chairman McDevitt asked for a motion to approve the Memorandum of Agreement Relating to the Warren County Housing Needs and Market Analysis. Motion was made by Director Simpson and seconded by Director Leggett. The following motion was unanimously carried:

RESOLVED, that the Warren County Local Development Corporation ("LDC") hereby approves the Memorandum of Agreement Relating to the Warren County Housing Needs and Market Analysis, and the Chairman of the Warren County Local Development Corporation be, and hereby is, authorized to execute any and all documents as may be necessary to carry out this resolution.

Chairman McDevitt continued with the agenda regarding the review of the Loan Portfolio and Mr. Bartholomew indicates that an executive session would not be necessary at this time. He advises that there is one loan that will continue with principal and interest payments, which will be seen in the July Financial Statements. He also advises that approval of the May 2020 Financial Statements would still be necessary.

Chairman McDevitt asked for a motion to approve the May 2020 Financial Statements. Motion was made by Director Merlino and seconded by Director Simpson. The following motion was unanimously carried:

RESOLVED, that the Warren County Local Development Corporation ("LDC") hereby approves the Financial Report for May 2020.

Mr. Bartholomew indicates that there were a couple of additional loans that have come in, which are being reviewed along with one loan recipient from the prior month's meeting that is still under review as additional information is needed before it can be passed along to the Board. He thanks Robert Terwilliger, First Assistant County Attorney, for his work on the Celtic Attitude and Dog Cabin. He advises that the documents and final agreements for the KIRSH Helmet loan are being finalized.

As there was no further business to come before the LDC Board, motion was made by Director Leggett to adjourn the meeting, seconded by Director Simpson, and carried unanimously.

Chairman McDevitt adjourned the meeting at 10:49 a.m.

Dated: July \_\_\_\_, 2020

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Brad Magowan, Secretary