

THE SULLIVAN COUNTY INFRASTRUCTURE LOCAL DEVELOPMENT CORPORATION

548 Broadway
Monticello, New York 12701
(845) 428-7575 - Voice
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www.sullivanlhc.com
TTY 711

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
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: August 11, 2021

PLEASE TAKE NOTICE that there will be a Special Meeting of The Sullivan County Infrastructure Local Development Corporation scheduled as follows:

DATE: Monday, August 16, 2021

TIME: 11:15 AM (immediately following the meetings of the County of Sullivan IDA and Sullivan County Funding Corporation)

LOCATION: Legislative Hearing Room, Sullivan County Government Center, 100 North Street, Monticello, New York, 12701

This meeting will also be livestreamed on The Sullivan County Infrastructure Local Development Corporation's [YouTube channel](#).

PLEASE SEE REVERSE FOR AGENDA

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MEETING AGENDA
Monday, August 16, 2021

- I. CALL TO ORDER**
 - II. ROLL CALL**
 - III. APPROVAL OF MEETING MINUTES**
April 12, 2021 Special Meeting; June 1, 2021 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

Monday, April 12, 2021

I. CALL TO ORDER

Acting-Chairperson Loughlin called to order the Special Meeting of the Sullivan County Infrastructure Local Development Corporation at approximately 11:42 A.M. via teleconference.

II. ROLL CALL

Members Present-

Suzanne Loughlin
Howard Siegel
Carol Roig
Paul Guenther
Scott Smith
Craig Fleischman
Sean Brooks

Members Absent-

Edward Sykes

Staff Present-

Jennifer Flad, Executive Director
Julio Garaicoechea, Project Manager
Deborah Nola, Financial & Accounting Analyst

Staff Absent-

None

Others Present-

Ira Steingart, Sullivan County Legislator
Walter Garigliano, General Counsel
Joseph Abraham, *Sullivan County Democrat*
John Kiefer
Ken Walter

III. APPROVAL OF MEETING MINUTES

On a motion made by Mr. Guenther and seconded by Mr. Siegel, the Board approved the minutes of the February 8, 2021 Special Meeting.

IV. BILLS AND COMMUNICATIONS

On a motion made by Ms. Roig and seconded by Mr. Guenther, the Board approved the schedule of payments.

V. NEW BUSINESS

On a motion made by Mr. Siegel, and seconded by Mr. Guenther, the Board voted and unanimously approved the proposed Officers and Committee Members.

On a motion made by Mr. Guenther, and seconded by Mr. Smith, the Board voted and unanimously approved the proposed Amended Governance Committee Policy.

On a motion made by Mr. Siegel, and seconded by Mr. Guenther, the Board voted and unanimously accepted the results of the Board Self-Evaluation.

VI. ADJOURNMENT

On a motion made by Mr. Siegel and seconded by Mr. Guenther the meeting was adjourned at approximately 11:46 A.M.

Respectfully submitted:
Julio Garaicoechea, Project Manager

DRAFT

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SPECIAL MEETING MINUTES

Monday, June 1, 2021

I. CALL TO ORDER

Chairperson Loughlin called to order the Special Meeting of the Sullivan County Infrastructure Local Development Corporation at approximately 11:29 A.M. via teleconference.

II. ROLL CALL

Members Present-

Suzanne Loughlin
Edward Sykes
Howard Siegel
Carol Roig
Scott Smith

Members Absent-

Paul Guenther
Craig Fleischman
Sean Brooks

Staff Present-

John Kiefer, Chief Executive Officer
Jennifer Flad, Executive Director
Julio Garaicoechea, Project Manager
Deborah Nola, Financial & Accounting Analyst

Staff Absent-

None

Others Present-

Walter Garigliano, General Counsel
Linda Hannigan, RBT CPAs, LLP
Joseph Abraham, *Sullivan County Democrat*

III. BILLS AND COMMUNICATIONS

On a motion made by Mr. Sykes and seconded by Mr. Smith, the Board voted and unanimously approved the Schedule of Payments, showing two invoices in the total amount of \$712.50.

IV. NEW BUSINESS

Linda Hannigan of RBT CPAs, LLP gave a presentation of the **FY 2020 Audited Financial Statements and Reports to the New York State Comptroller**. On a motion made by Mr. Siegel and seconded by Ms. Roig, the Board voted and unanimously approved the **FY 2020 Audited Financial Statements**. On a motion made by Mr. Sykes and seconded by Mr. Smith, the Board voted and unanimously accepted the **PARIS (Public Authorities Reporting Information System) Reports to the New York State Comptroller**.

On a motion made by Mr. Smith, and seconded by Mr. Sykes, the Board voted and unanimously affirmed the appointment of **John W. Kiefer as Chief Executive Officer** of The Sullivan County Infrastructure Local Development Corporation.

IV. PUBLIC COMMENT ADJOURNMENT

Chairperson Loughlin asked those present for Public Comment. There was none. On a motion made by Mr. Siegel and seconded by Ms. Roig the meeting was adjourned at approximately 11:40 A.M.

Respectfully submitted:

Julio Garaicoechea, Project Manager

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DRAFT

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SCHEDULE OF PAYMENTS AUGUST 16, 2021		
Vendor	Description	Amount
MuniCap, Inc.	Adelaar Bond Administrative Services- June 2021	\$ 608.75
TOTAL		\$ 608.75

I certify that the payments listed above were audited by the Board of the TSCILDC on August 16, 2021, and allowed in the amounts shown. You are hereby authorized and directed to pay each of the claimants the amount opposite its name.

8/16/2021

Date

Signature

Expenses Approved and Paid Since Last Meeting (6/1/2021)		
Vendor	Description	Amount
MuniCap, Inc.	Adelaar Bond Administrative Services- May 2021	\$ 600.00
Wilmington Trust	Adelaar Bond Administration Fees 6/1/21 - 5/31/22	\$ 8,000.00
RBT CPAs, LLP	Final Work re: FY 2020 Audited Financial Statements	\$ 3,750.00
TOTAL		\$ 12,350.00

Other Expenses and Items Paid Since Last Meeting (6/1/2021)—no approval required		
none		