

The Regular Meeting of the City of Hornell Industrial Development Agency was held September 18, 2025 at 7:00 am, at 40 Main Street, Hornell, NY.

PRESENT: Dave Parmley, Chairman
Ed Flaitz, Treasurer, CFO
Richard Andolina Jr., Assistant Treasurer

ABSENT: John Buckley, Vice Chairman
John Carbone, Secretary

ALSO

PRESENT: Michael Nisbet, CEO, Executive Director
John Dagon, Agency Counsel

MINUTES

Chairman Parmley called the meeting to order at 7:05 am. Chairman Parmley reported that there was a quorum for the meeting as required by the by-laws.

Assistant Treasurer Rick Andolina Jr. presented the minutes of the August 21, 2025 meeting. A motion was made by Ed Flaitz, seconded by Dave Parmley to approve the minutes of the August 21, 2025 meeting. Carried All.

Treasurer Ed Flaitz presented the financial statements for August that had been emailed to the Board prior to the meeting. A motion was made by Rick Andolina Jr., seconded by Dave Parmley to approve the financial report as presented. Carried All.

COMMITTEE REPORTS

Audit Committee- Treasurer Ed Flaitz reported that the Audit Committee had paid bills in August from the operating account in the amount of \$116,518.07. A motion was made by Rick Andolina Jr., seconded by Dave Parmley to approve the Audit Committee report as presented. Carried All.

Personnel Committee – No Report

Governance Committee – No Report

Executive Director Report-

St. James Hospital 430 Canisteo Street Property – St. James Hospital’s offer to donate 430 Canisteo St. to CHIDA was brought to the board previously and accepted. Dave Parmley read the formal resolution to accept the donation of 430 Canisteo St. including the land and commercial building. John Dagon updated board he is currently working on Quitclaim Deed with St. James lawyer. John Dagon recommends to order abstract title after closing. Executive Director Nisbet noted CHIDA agreed to pay St. James Hospital’s legal fees for transfer of property. Bill Harwood and Adam Clark will be contacted to clean up exterior of property. After closing complete, CHIDA will make necessary repairs and reach out to realtors for possible uses for the property.

RC Carwash- Executive Director Nisbet reviewed the owner of RC Carwash is transferring part of property to CHIDA to build new city street. Steve Hubertus is assisting CHIDA to determine the location of the property line to verify the curb cut lines up.

Hornell Street Extension- Executive Director Nisbet reviewed a previous resolution approval of up to \$114,870 to complete Hornell St. Extension. A lower bid was submitted by C.P. Ward for \$67,800 and C.P. Ward was awarded the project. Executive Director Nisbet confirmed with Shawn Griffin another resolution was not needed due to a previously accepted amount for the project not to exceed \$114,870. C.P. Ward has guaranteed the project will be complete by October 31, 2025. RC Carwash is projected to open by the end of year.

Chairman Parmley requested an Executive Session. A motion was made by Rick Andolina Jr., seconded by Ed Flaitz to go out of regular session and enter into Executive Session under Public Officers Law, Article 7, Open Meeting Law, Section 105, paragraph D at 7:15 am. Carried All.

The Executive Session terminated at 7:27 am and a motion was made by Ed Flaitz, seconded by Rick Andolina Jr. to reconvene the meeting at 7:28 am. Carried All.

Old Business- No Report

New Business- No Report

There being no further business, the meeting was adjourned at 7:30 am upon motion from Ed Flaitz seconded by Rick Andolina Jr. Carried All.

Respectfully Submitted,
John Carbone, Secretary