

TOWN OF CLARENCE, ERIE COUNTY  
INDUSTRIAL DEVELOPMENT AGENCY

November 20<sup>th</sup>, 2025 MEETING MINUTES

Clayt Ertel called the meeting to order at 8:15 a.m.

Present were Robert Dixon, Clayt Ertel, Elaine Wolfe, Peter DiBiase, Lauren Fix and Mary Powell. Also present were Larry Meckler, Jennifer Strong, Paul Leone, Jennifer D'Andrea, Kim Ignatowski, Peter DiCostanzo. Chairman Chris Kempton was absent and Clayt assume role of Chair for the meeting.

**Minutes of October 16<sup>th</sup>, 2025**

There was a motion to approve the meeting minutes of October 16<sup>th</sup>, 2025 by Elaine Wolfe with a second by Robert Dixon. The vote was as follows:

Vote: Ayes: Ertel, Dixon, Wolfe, DiBiase, Fix, Powell  
Recuse: None.

Absent: Kempton

Noes: None  
Motion carried.

**Treasurer's Report**

Peter DiBiase presented the Treasurer's Report. As of November 20<sup>th</sup>, 2025, the expenses are in the amount of \$43,913.59. Fees received to date are in the amount of \$13,125.00. Other Interest & Earnings in the amount of \$28,496.34. There is a net income to date in the amount of -\$2,292.25. Kim added an explanation on CD's and why the interest was high, as there two CD's maturing. There being some discussion on how IDA funds can be utilized, the conversation is tabled for a later meeting. There being no further discussion, there was a motion to accept the Treasurer's Report by Lauren Fix with a second by Elaine Wolfe. The vote was as follows:

Vote: Ayes: Ertel, Dixon, Wolfe, DiBiase, Fix, Powell  
Recuse: None.

Absent: Kempton

Noes: None  
Motion carried.

**New Business**

There are several project inquiries, and discussion on each, however, completed applications have not been submitted for any of them.

**Correspondence.**

N/A

### Presentation 360 PSG by Jason Cornwall re: Clarence IDA Website

There was a presentation at the October meeting, and while it was ruled out that we do not need to change the website to a .gov, as the IDA is not a "Municipal Corporation", the discussion surrounding updates to the website would be tabled for a meeting when Chairman Chris Kempton is present. Jennifer D'Andrea will provide google analytics in terms of visitors from 360 PSG at the December meeting.

### Old Business

Transit Station refinance project is closing in December; Jennifer Strong will provide updates as they become available.

### Items Not on The Agenda

Clarence IDA has funds and there were discussions regarding how it can be utilized. Several ideas were mentioned and it made clear that whatever it may or may not fund, it must be good for the Town and to promote economic development.

Some discussion surrounding what's been developing in the Town of Clarence; the Commercial Development Ratio is approximately 20% in comparison to Residential.

There was a motion to adjourn the meeting at 8:46 a.m. by Clayt Ertel with a second by Elaine Wolfe. The vote was as follows:

Vote: Ayes: Ertel, Dixon, Wolfe, DiBiase, Fix, Powell  
Recuse: None.

Absent: Kempton

Noes: None  
Motion carried.

Respectfully Submitted,  
Jennifer O. D'Andrea