

**TOWN OF CLARENCE, ERIE COUNTY
INDUSTRIAL DEVELOPMENT AGENCY**

October 16th, 2025 MEETING MINUTES

Chairman Chris Kempton called the meeting to order at 8:15 a.m.

Present were Chris Kempton, Robert Dixon, Clayt Ertel, Elaine Wolfe, and Peter DiBiase. Lauren Fix and Mary Powell were absent. Also present were Larry Meckler, Jennifer Strong, Paul Leone, Jennifer D'Andrea, Kim Ignatowski, Peter DiCostanzo.

Presentation 360 PSG by Jason Cornwall re: Clarence IDA Website

Before the presentation began, Jennifer Strong stated she will confirm if the .com site is required to be a .gov ... the text of the law states it's mandatory for "municipal corporations" however, may not apply to IDA's. Discussion to continue.

Jason Cornwall reminded us the website is 10 years old and could use some "refreshing"; i.e., updated, more modern, easier to navigate, more images as its lacking images/project images ... possibly a fillable application online, usage data/google analytics, photos of projects before & after, testimonials, press releases...he is going to provide an estimate for a "refresh" on the Clarence IDA website to discuss at the next meeting.

Minutes of September 18th, 2025

There was a motion to approve the meeting minutes of September 18th, 2025 by Bob Dixon with a second by Peter DiBiase. The vote was as follows:

Vote: Ayes: Kempton, Ertel, Dixon, Wolfe, DiBiase	Noes: None
Recuse: None.	Motion carried.
Absent: Fix, Powell	

Treasurer's Report

Kim Ignatowski presented the Treasurer's Report/Financial Statements. As of October 15th, 2025, the expenses are in the amount of \$42,853.59. Fees received to date are in the amount of \$13,125.00. Other Interest & Earnings in the amount of \$21,744.88. There is a net income to date in the amount of -7,983.71. There being no further discussion, there was a motion to accept the Treasurer's Report by Clayt Ertel with a second by Elaine Wolfe. The vote was as follows:

Vote: Ayes: Kempton, Ertel, Dixon, Wolfe, DiBiase	Noes: None
Recuse: None.	Motion carried.
Absent: Fix, Powell	

Renewal of Insurance Policies (Directors & Officers / Employment Practices & Crime Policy)

Kim Ignatowski discussed the two policies that are set to renew December 1st, 2025 and the costs associated with them. The costs are as follows and noted that there were no premium increases compared to last year's costs:

Hartford Crime Policy: \$1,011.00

Directors & Officers Liability Policy: \$1,875.00

Vote: Ayes: Kempton, Ertel, Dixon, Wolfe, DiBiase

Recuse: None.

Absent: Fix, Powell

Noes: None

Motion carried.

New Business

There are approximately 8 project inquiries, however, completed applications have not been submitted for any of them.

Correspondence.

N/A

Old Business

N/A

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.

There was a motion to adjourn the meeting at 9:16 a.m. by Clayt Ertel with a second by Elaine Wolfe. The vote was as follows:

Vote: Ayes: Kempton, Ertel, Dixon, Wolfe, DiBiase

Recuse: None.

Absent: Fix, Powell

Noes: None

Motion carried.

Respectfully Submitted,
Jennifer O. D'Andrea