TOWN OF CLARENCE, ERIE COUNTY
INDUSTRIAL DEVELOPMENT AGENCY

September 18th, 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 Jennifer Strong, Paul Leone, Jennifer D'Andrea, Kim Ignatowski.

Minutes of July 17th, 2025 (No August Meeting)

There was a motion to approve the meeting minutes of the July 17th, 2025. There was a motion to accept the meeting minutes 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. Absent: Fix, Powell Motion carried.

Treasurer's Report

Kim Ignatowski presented the Treasurer's Report/Financial Statements. As of July 17th, 2025, the expenses are in the amount of $38,907.59. Fees received to date are in the amount of $4,656.25. Other Interest & Earnings in the amount of $18,944.48. There is a net income to date in the amount of -15,306.86. There being no further discussion, there was a motion to accept the Treasurer's Report by Robert Dixon with a second by Peter DiBiase. The vote was as follows:

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

Adoption of the 2026 Budget

Kim Ignatowski presented the 2026 Budget. 2025 compared to 2026 is pretty much the same with a difference of only approximately $500.00 (Decreased Admin Fees slightly. Accounting fees slightly increased). There being no further discussion, there was a motion to accept the 2026 Budget by Peter DiBiase with a second by Robert Dixon. The vote was as follows:

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

New Business

Transit Station: Mr. Burke was in attendance for the meeting and Jennifer Strong updated the Board regarding the project. The project was approved and closed in 2021. They are now transferring to a new real estate holding company and are seeking only mortgage tax abatement ad sales tax exemption. There being no further discussion, there was a motion to accept adopting the resolution by Clayt Ertel with a second by Chris Kempton (Mr. Burke signed the Resolution after the vote). The vote was as follows:

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

Correspondence.

Jennifer D'Andrea distributed mail to Chris Kempton and Paul Leone, which were solicitations for subscriptions.

Old Business

Custom Controllerz: they made a slight error in their application regarding full-time employees versus part-time employees. There are four (4) full time employees, not eight (8). A vote was not required to document this change, however, a letter of acknowledgement was provided and added to our files.

Clarence IDA.gov Website Requirement:

Jennifer Strong discussed the new law that requires the change from a .com to a .gov by December 21st, 2025. Jennifer D'Andrea shared information she received from the website company in conversation with them about this change. The board discussed having the website company come in to present at the next Clarence IDA meeting to discuss process, cost, etc.…as well as ideas, costs etc. to refresh our website for a more user-friendly site and refreshed look. Some other thoughts were should we put available properties on the website, site visitors, etc…

Items Not on The Agenda

General discussions about development, properties, process of reviewing projects, sewers, are there federal grants and funding for sewer projects?

There was a motion to adjourn the meeting at 8:51 a.m. by Clayt Ertel with a second by Robert Dixon. The vote was as follows:

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

Respectfully Submitted,
Jennifer O. D'Andrea