

**JOINT MEETING MINUTES  
EMERALD CORPORATE CENTER  
ECONOMIC DEVELOPMENT CORPORATION  
BOARD MEETING  
August 29, 2023 – 8:00 AM  
SC Government Center - Planning Conference Room**

**Members Present**

Heather Brown  
Robert Doherty  
Karen Ellsweig  
John Konefal  
Josh Potosek  
Jay Weinstein

**Members Absent**

Joe Perrello  
Gerald Skoda  
Alan Sorensen

**Others Present**

Len Bernardo  
Sharon Jankiewicz  
Kassondra Johnstone  
Chet Smith

- I. Call to Order**  
Heather Brown called the meeting to order with quorum at 8:04 AM.
  
- II. Approval of Minutes**  
Approval of June 15, 2023 minutes was tabled until the next meeting.
  
- III. ECC Updates**  
**Chair Appointment.** Ms. Brown informed the Board that a Chair needed to be appointed. Ms. Ellsweig nominated Ms. Brown for Chair, second by Doherty and unanimously carried.  
  
**Audit Committee Appointment.** Ms. Brown informed the Board that the Audit Committee needed an additional member. Ms. Ellsweig nominated Ms. Brown as a member, second by Weinstein and unanimously carried.  
  
**Bank Account Authorized Signors.** Mr. Weinstein and Mr. Konefal completed the paperwork for officially add Ms. Brown as signatory on the account. Mr. Weinstein, Mr. Potosek, and Ms. Brown are now signatories on the bank account and authorized to sign checks.  
  
**Zoning Changes.** As a point of information, Ms. Brown informed the Board that the Planning Department received a GML 239-m referral from the Town of Thompson requesting that the Planned Business Park Zoning, which includes all of the Emerald Corporate Center parcels, add “Hotel” as a permitted use. The Board discussed and had no comment for the Town on the change.

**IV. Water Company Updates**

**Water Company Repair.** Ms. Brown reported that the day before the water company was found to have holes in some underground piping near the ECC sign. The replacement of the pipes and labor were estimated to be about \$5,000.

**Water Company Disposition.** Ms. Brown reported that the Town of Thompson is still interested in acquiring the water company. However, Emerald Green also called to inquire about the possibility of acquiring the water company. Sharon Jankiewicz advised that since there is more than one interested party the Public Service Commission would need to be involved from the start of any disposition process. The board agreed that Emerald Green should send a formal letter indicating their interest in a purchase and requested that Ms. Jankiewicz follow up with Richard Baum pursuant to the approval from the last meeting to create a plan to move forward with a disposition process.

**V. Public Comment**

Len Bernardo stated that ECC should create and publicly post a brief history of the organization and what jurisdiction it has over the property on the Corporate Park property.

Chet Smith requested that the Board add the Emergency Services for the County to the telecommunications tower at ECC. Mr. Potosek informed him that the County owns the tower and parcel, and that the equipment to do so has been ordered and will be installed upon receipt. Mr. Smith also suggested that the meeting times be moved and a Zoom option be added.

**VI. Adjournment**

John Konefal made a motion to adjourn the meeting, seconded by Jay Weinstein and unanimously carried. The meeting adjourned at 8:33 am.

**MEETING MINUTES  
EMERALD CORPORATE CENTER  
ECONOMIC DEVELOPMENT CORPORATION  
AUDIT COMMITTEE MEETING  
August 29, 2023 – 8:30 AM  
SC Government Center - Planning Conference Room**

**Members Present**

Heather Brown  
Robert Doherty  
Karen Ellsweig  
John Konefal  
Jay Weinstein

**Members Absent**

Gerald Skoda

**Others Present**

Sharon Jankiewicz  
Kassondra Johnstone  
Chet Smith

**I. Call to Order**

Heather Brown called the meeting to order at 8:36 AM.

**II. Audit**

Ms. Brown reported that this year's Audit was finished and recommended that the Board release a Request for Quotes for an Auditor in October, which was agreed upon by all.

**III. Public Comment**

None.

**IV. Adjournment**

Mr. Weinstein made a motion to adjourn the meeting, seconded by Ms. Brown and unanimously carried. The meeting adjourned at 8:41 am.

**MEETING MINUTES  
EMERALD CORPORATE CENTER  
ECONOMIC DEVELOPMENT CORPORATION  
GOVERNANCE COMMITTEE MEETING  
August 29, 2023 – 8:40 AM  
SC Government Center - Planning Conference Room**

**Members Present**

Heather Brown  
Robert Doherty  
Karen Ellsweig  
John Konefal  
Jay Weinstein

**Members Absent**

Gerald Skoda

**Others Present**

Sharon Jankiewicz  
Kassondra Johnstone  
Chet Smith

**I. Call to Order**

Heather Brown called the meeting to order at 8:41 AM.

**II. New Business**

None.

**III. Public Comment**

None.

**IV. Adjournment**

Mr. Weinstein made a motion to adjourn the meeting, seconded by Ms. Brown and unanimously carried. The meeting adjourned at 8:42 am.