

**ST. LAWRENCE COUNTY INDUSTRIAL DEVELOPMENT AGENCY**  
**Meeting of January 16, 2019**

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CALL TO ORDER: Chairman Staples called the meeting to order at 8:32 AM at the IDA office, Ernest J. LaBaff Industrial Building, Canton.

ROLL CALL:

Blevins .....	Absent	Reagen .....	Present
Hall.....	Absent	LaBaff.....	Present
McMahon .....	Present	Staples.....	Present
Morrill .....	Absent		

SLCIDA Chairman Mr. Staples announces there is a quorum.

Others: SLCIDA Staff (Kimberly Gilbert, Richard Williams and Lori Sibley)

PUBLIC NOTICE: Public notifications sent January 11, 2019 to, at a minimum: newspapers designated for the publication of local laws and other matters required by law to be published; additional local media sources and websites.

PUBLIC COMMENT: None

APPROVAL OF MINUTES: Motion to accept the minutes of the December 7, 2018 meeting by Mr. LaBaff seconded by Mr. McMahon. Motion carried unanimously.

FINANCIAL REPORTS: Motion to accept the November 2018 financial reports by Mr. LaBaff, seconded by Mr. McMahon. Ms. Gilbert reviews the highlights from the November financials and outlines the Newell building project and J&L project expenses to date. She also notes that the IDA is waiting on rail reimbursement expenditures that were submitted in August that total about \$662,000. Including the retainage, the IDA has submitted nearly \$1.3 million in reimbursements to the State. Motion carried unanimously.

COMMITTEE REPORTS: None

STAFF REPORT: Richard Williams (IDA Facilities Manager) reports the following:

From The Heart Cabinetry: Staff are working with the Company to acquire additional space and power as they expand their operations. The Company is currently a tenant in the Potsdam Commerce Park building and has expressed interest in acquiring the building. Company Officials have had discussions with a contractor who specializes in granite that has an interest in leasing space in the building. Mr. Williams adds that the New York Power Authority has requested a copy of the SEQR before the end of the month. NYPA needs the SEQR as the Northern New York Power Proceeds Allocation Board has recommended an allocation of funds for the project and the NYPA Board of Trustees will be voting on the allocation at their next meeting. The Board will be asked to take action under New Business.

Site Development: Mr. Williams mentions a recent request by a contractor to include a potential site in the Canton Industrial Park for a bid on the construction of a new State Police barracks. The board discusses the use of a site for this purpose and has no objections to Mr. Williams moving forward with discussions regarding the site proposal with the Contractor.

2019 Meeting Schedule: Since this is Mr. Reagen's first meeting as the newly appointed Board of Legislators' representative on the IDA, Ms. Sibley asks Mr. Reagen and other Board Members for their preference on a meeting day for the 2019 calendar year. The Members decide to set the 3<sup>rd</sup> Friday of every month as the planned meeting date. It is discussed that meetings can be set up as needed or rescheduled to accommodate a quorum, but the 3<sup>rd</sup> Friday will be set aside as the preferred monthly date. The schedule will be posted to the IDA website and a copy will be forwarded to the St. Lawrence County Board of Legislators office.

OLD BUSINESS: None

NEW BUSINESS:

Resolution IDA-19-01-01: Accepting Application From dba From The Heart Cabinetry, Describing the Forms of Financial Assistance to be Contemplated and Accepting and Adopting SEQRA: From The Heart Cabinetry is interested in expanding their operation within the Potsdam Commerce Park Building. They have plans to undertake nearly \$100,000 in build outs to accommodate their need for additional manufacturing and office space. Along with plans to add equipment, the Company would like to add another five employees to their current staffing levels. If the project is approved, the property would move onto the tax rolls through the proposed PILOT agreement and will create additional jobs in St. Lawrence County. Since the Company will be seeking over \$100,000 in financial assistance through the IDA in the form of a lease-purchase and PILOT agreement, a public hearing will be scheduled. Mr. LaBaff motions to approve Resolution IDA-19-01-01, seconded by Mr. McMahon. The motion is approved by unanimous vote.

ADJOURNMENT: A motion to adjourn is made by Mr. LaBaff, seconded by Mr. McMahon. The meeting adjourns at 8:59 AM by unanimous vote.

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(Mr.) Lynn Blevins, Secretary