

**ST. LAWRENCE COUNTY PROPERTY DEVELOPMENT CORPORATION
MEETING AGENDA**

Agenda subject to change

October 1, 2021

Ernest J. LaBaff Industrial Building, 19 Commerce Lane, Suite 1, Canton, New York 13617

Call to Order

Roll Call

Public Notice September 23, 2021

Public Comment

Approval of Minutes August 23, 2021..... 1-2

Financial Report

Reports of Committees

Staff Report Patrick Kelly

Old Business None

New Business Resolution: Accepting FY2022 Tentative Budget..... 3-4

Executive Session

Adjournment

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**ST. LAWRENCE COUNTY
PROPERTY DEVELOPMENT CORPORATION
Meeting of August 23, 2021**

CALL TO ORDER: Chairman Staples calls the meeting to order at 3:44 PM in the Thomas A. Plastino Conference Room at the Ernest J. LaBaff Industrial Building, Canton.

ROLL CALL:

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

Chairman Staples announces there is a quorum.

Others: IDA Staff (Patrick Kelly, Kimberly Gilbert, Richard Williams, and Lori Sibley), SLCIDA-LDC Staff (John Pinkerton)

PUBLIC NOTICE: Public notifications sent August 18, 2021 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 June 18, 2021 meeting by Mr. LaBaff, seconded by Mr. McMahon. Motion carried unanimously.

FINANCIAL REPORTS: Mrs. Gilbert reviews the monthly highlights and notes that the NCA issued the \$200,000 loan/grant in July to help with the project funding associated with the former Newell Manufacturing Facility Rehabilitation Project. Motion to accept the May, June and July 2021 financial reports by Mr. Blevins, seconded by Mr. LaBaff. Motion carried unanimously.

COMMITTEE REPORTS: Nominating Committee Chairman Ernest LaBaff offers the following slate of officers: Brian W. Staples (Chairman), Ernest LaBaff (Vice-Chairman) and Lynn Blevins (Secretary). Hearing no other nominations, the list of nominees is elected by unanimous vote. The Board unanimously approves the following: Patrick Kelly (Chief Executive Officer), Kimberly Gilbert (Chief Financial Officer) and Law Firm of Silver & Collins (Agency General Counsel). Motion to accept the slate of officers made by Mr. Hall, seconded by Mr. Morrill. Motion carried unanimously.

STAFF REPORT:

Star Lake Grocery: The final sale and closing for the Star Lake Grocery Store (formally the Great American) occurred in early July. Asbestos abatement is underway, once it is complete it is expected demolition and then construction of a new store will move forward.

Former Newell Manufacturing Building: Phase 1 of the former Newell Manufacturing Facility, consisting of asbestos removal, roof repair, new windows, and façade work totaled \$1.65 million. This was offset with a \$300,000 National Grid grant and the \$1 million Restore NY Grant secured by the City of Ogdensburg. Phase 1 expenditures have been submitted to Empire State Development for reimbursement. Since the IDA paid for the upfront costs, an agreement is needed between the SLCIDA and SLCPDC to return the money to the SLCIDA. Phase 1 out-of-pocket costs paid by the SLCIDA is \$350,000. Phase 2 accepted bid from Doyle Builders is \$897,000 which was in-line with what was expected. There are several other local contractors on site as well. Mr. Staples thanks SLCIDA-LDC staff member Mr. Pinkerton for the building tour last week. Mr. Pinkerton's extensive knowledge of the building made the tour informative. Total costs

for phase 2 of the project are expected to be about \$1,025,000 with approximately \$325,000 of those costs to be paid out-of-pocket by the SLCPDC, \$500,000 from an NBRC grant, and a \$200,000 grant/loan provided by the Development Authority of the North Country. After reviewing the breakdown of expenses, Mr. Kelly notes that a total of nearly \$700,000 will be paid out-of-pocket between the SLCIDA and SLCPDC at the completion of phase 2. Staff are seeking additional grant funding opportunities through National Grid and via a Consolidated Funding Application that has been submitted. Mr. Kelly announces that a clean shell building is expected at the completion of phase 2. Mr. LaBaff suggests a contest should be offered to rename the building soon.

Executive Session: Reagen/Blevins motion for an Executive Session at 4:00 PM to discuss the financial history of a particular company. The motion is approved by unanimous vote.

McMahon/LaBaff motion to return to Regular Session at 4:16 PM. The motion is approved by unanimous vote.

NEW BUSINESS:

Resolution PDC-21-08-13: Authorizing a Contract for a Camera Security System for the former Newell Building: In order to ready the building for tenants, the SLCIDA solicited proposals requesting quotes for a security camera system. Of the quotes received, a qualified proposal was received from Next Era Contracting, Inc, in partnership with NCC Systems at an estimated total cost of \$18,650 for the camera system and consultation for additional security measures. The SLCIDA is already contracted for services with the selected bidder and the company is local and veteran owned. Mr. LaBaff motions to accept Resolution PDC-21-08-13, seconded by Mr. Morrill. The motion is approved by unanimous vote.

Resolution PDC-21-08-14: Change Order to a Contract for Phase IIB Renovations to the Former Newell Building: As the project develops, unforeseen and additional improvements are required for the Phase IIB renovations, and a change order is required to approve the estimated costs totaling \$44,731.57. Prior to the meeting, members received a copy of the work noted on the Change Order. Mr. Kelly notes that another change order will be recommended again in the near future that will be closer to \$40,000. Mr. LaBaff motions to accept Resolution PDC-21-08-14, seconded by Mr. Morrill. The motion is approved by unanimous vote.

Mr. Kelly states that we continue to seek options for taking possession of the Newton Falls Fine Paper property. Discussion ensues about tipping fees that have been requested by the current property owner. Mr. Hall/LaBaff motions/seconds to entertain the offer made for economic development tipping fee reduction with a guarantee (both business and personal from the current property owner) that if any of the buildings are removed, it will not just be the newer portions, but also the older ones that are in poor shape as well. This is to ensure that if any buildings have to be demolished, the site will be left clean with none of the older, decaying portions of the facility left standing due to their holding less scrap value. The goal, however, will remain to redevelop as much of the facility, including the buildings, as possible in discussions with the owner.

OLD BUSINESS: None

ADJOURNMENT: A motion to adjourn is made by Mr. LaBaff, seconded by Mr. Hall. The meeting adjourns at 4:43 PM by unanimous vote.

(Mr.) Lynn Blevins, Secretary

ST. LAWRENCE COUNTY
PROPERTY DEVELOPMENT CORPORATION
Resolution No. PDC-21-10-xx
October 1, 2021

ACCEPTING FY2022 TENTATIVE BUDGET

WHEREAS, the St. Lawrence County Property Development Corporation (the “SLCPDC”) has prepared a Fiscal Year 2022 Tentative Budget, and

WHEREAS, the Tentative Budget has been made available to Board members, for review prior to the October 1, 2021, meeting,

NOW, THEREFORE, BE IT RESOLVED that the St. Lawrence County Property Development Corporation does hereby accept the Tentative Budget as proposed, including modifications and amendments as may be reflected in the minutes of this meeting, and

BE IT FURTHER RESOLVED that the SLCPDC shall cause to have copies of the Tentative Budget forwarded to the St. Lawrence County Clerk and to the Legislature of St. Lawrence County and to do all other things as may be required by statute, and

BE IT FURTHER RESOLVED that the SLCPDC will consider comments on the Tentative Budget at the next meeting that is scheduled at least 20 days from the date of this resolution and may modify the Budget based on those comments or on other information that may come to the attention of the SLCPDC.

Move:				
Second:				
VOTE	AYE	NAY	ABSTAIN	ABSENT
Blevins				
Hall				
Reagan				
LaBaff				
McMahon				
Staples				
Morrill				

I HEREBY CERTIFY that I have compared this copy of this Resolution with the original record in this office, and that the same is a correct transcript thereof and of the whole of said original record.

/s/

Lori Sibley

October 1, 2021

St. Lawrence County
Property Development Corporation
2022 Tentative Budget

	2020 Actual	2021 Budget	YTD 7/31/2021	2022 Budget
Income				
2409B · Interest Income - Banking	12.15	10.00	23.07	10.00
2411 · Refund of Prior Years Expense	0.00	0.00	18,740.10	0.00
2414 · NBRC Newell Grant	0.00	0.00	222,024.72	0.00
2415 · DANC Newell Grant	0.00	0.00	100,000.00	0.00
2504 · CDC Industrial Buildout Grant	0.00	50,000.00	0.00	0.00
	12.15	50,010.00	340,787.89	10.00
Expenditures				
6460400 · Star Lake Property Expense	18,740.10	0.00	0.00	0.00
6460411 · Insurance Expense	528.00	530.00	0.00	600.00
6460432 · Legal Expense	0.00	2,500.00	0.00	2,500.00
6460433 · Legal Expense - Retainer	1,500.00	500.00	750.00	500.00
6460434 · Accounting Expense	3,937.50	3,950.00	4,011.50	4,075.00
6460499 · Miscellaneous Expense	27.78	250.00	47.50	250.00
6460500 · Project Development Expense	0.00	50,000.00	0.00	25,000.00
6460503 · Salary Stipend	6,335.62	5,420.00	0.00	5,812.00
6460511 - Newell Building Expenses	0.00	0.00	512,328.91	50,000.00
Total PDC Operating Expenditures	31,069.00	63,150.00	517,137.91	88,737.00
Total Revenue	12.15	50,010.00	340,787.89	10.00
Total Expenditures	31,069.00	63,150.00	517,137.91	88,737.00
Net Income	(31,056.85)	(13,140.00)	(176,350.02)	(88,727.00)