

**ST. LAWRENCE COUNTY
INDUSTRIAL DEVELOPMENT AGENCY
Meeting of December 21, 2021**

CALL TO ORDER: Chairman Staples calls the meeting to order at 9:08AM in the Thomas A. Plastino Conference Room at the Ernest J. LaBaff Industrial Building, Canton.

ROLL CALL:

LaBaff	Present (via teleconference)	Morrill.....	Present (via teleconference)
McMahon.....	Present (via teleconference)	Hall	Present
Blevins	Present	Reagen	Absent
Staples.....	Present (via teleconference)		

Mr. Kelly announces there is a quorum.

Others: IDA Staff (Patrick Kelly, Kimberly Gilbert, and Richard Williams)

PUBLIC NOTICE: Public notifications sent December 16, 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. Andrew Gardner, a representative with the Watertown Daily Times, is present.

APPROVAL OF MINUTES: Motion to accept the minutes of the November 12, 2021 meeting by Mr. LaBaff, seconded by Mr. Hall. Motion carried unanimously.

FINANCIAL REPORTS: *September 2021:* Ms. Gilbert refers to the summary of highlights sheet for the September 2021 financials, pointing out that a little over \$300,000 was received in project fees, mainly from the Nexamp Solar projects, in addition to application fees for the GSPP and Oswegatchie Solar projects.

October 2021: Ms. Gilbert refers to the October 2021 summary of highlights payments for the Actuarial study for 2021 as well as reimbursement from the RVRDA for partial marketing expenses for 2021. Ms. Gilbert asks if there are any specific questions, hearing none, Mr. Blevins calls the motion. Motion to accept financials of September and October 2021 by Mr. Hall, seconded by Mr. Morrill. Motion carried unanimously.

REPORT OF COMMITTEES: The Governance Committee met on December 10, 2021. Blevins (Chair), LaBaff, Hall. On behalf of the committee, Mr. Hall provides the following summary

- **Conflict of Interest Policy** – After comparing the current IDA policy to the ABO model policy, no changes are recommended at this time.
- **Assessment of the Effectiveness of Internal Controls** – After comparing the current IDA policy to the ABO model policy guidelines, no changes are recommended at this time.
- **Procurement Policy** – Governance Committee Members reviewed the current Procurement Policy and the current ABO guidelines. The policy was revised last year to increase threshold limits. There are no recommended changes needed at this time.
- **Mission Statement** – After comparing the current Mission Statement and the ABO recommended guidelines it was determined that there were a few minor grammatical changes to the policy only. No other changes needed at this time

- Review of Sexual Harassment Policy – As part of the annual review procedures, the committee reviewed the requirements established by New York State Law and determined there are no recommended changes to the current policy at this time. Staff participated in the required annual training this Fall.

STAFF REPORT: Patrick Kelly reports the following:

Empire State Mines: Last week the company announced a plan for 2022 to include a 2-year project for surface mining. Zinc is currently at \$1.56/lb. Employment is currently above 120 workers, and they expect modest growth for the coming year.

American Rescue Plan Act (ARPA): Recent conversations with the County included discussions for recommended uses involving ARPA funding that the County has received from the federal government. There may be a role for the IDA to assist the County with the administration of the funds they have received.

Unemployment and Workforce: Currently St. Lawrence County has an unemployment rate of 4.4%, compared to the NYS rate of 6.9%. St. Lawrence County's total workforce, per the New York State Department of Labor, currently stands at approximately 42,200 individuals. Though it is atypical that the St. Lawrence County unemployment rate is lower than the NYS unemployment rate, it has been the case since the early days of the pandemic. We are working through supply chain issues, as is everyone elsewhere. We are also looking at training programs, initiatives, and funding to support and grow the workforce.

OLD BUSINESS: None

NEW BUSINESS:

The following four resolutions are required annual reviews of our policies that were reviewed by the Governance Committee on December 10, 2021.

Resolution IDA-21-12-30: Annual Review Conflicts of Interest Policy

Mr. Hall makes a motion to approve, seconded by Mr. Staples. The motion is approved by unanimous vote.

Resolution IDA-21-12-31: Annual Review of Procurement Policy

Mr. Hall makes a motion to approve, seconded by Mr. Staples. The motion is approved by unanimous vote.

Resolution IDA-21-12-32: Annual Review of Investment Policy

Mr. Hall makes a motion to approve, seconded by Mr. Staples. The motion is approved by unanimous vote.

Resolution IDA-21-12-33: Annual Review of Sexual Harassment Prevention Policy

Mr. Hall makes a motion to approve, seconded by Mr. Staples. The motion is approved by unanimous vote.

Resolution IDA-21-12-34: Approving Resolution for TJA-NY-1454 CR 15 Oswegatchie, LL

Mr. Kelly refers to Exhibit A of the resolution and notes that the project is 5 megawatts at \$5,000 per megawatt, which is consistent with other recently approved solar projects. This is approximately a 28-acre parcel and the lead company is Source Renewables. IDA staff will continue to work with local assessors closely to make sure the assessment is accurate. With the new income-based formula, created by the state, the project ends up with the project benefits being much less than previously anticipated. Early projections result in the PILOT payment being higher than the actual prior tax payments, but some refinement to the state guidance is still expected. In the end, it is expected that the tax payments and the PILOT payments will be very close in value. Mr. LaBaff makes a motion to approve, seconded by Mr. Hall. The motion is approved by unanimous vote.

Reappointment: Mr. Kelly mentions that Mr. Hall's term is due to expire the end of the month. Mr. LaBaff motions and Mr. Blevins seconds a recommendation that Mr. Hall be reappointed. The motion is approved by unanimous vote.

EXECUTIVE SESSION: None

ADJOURNMENT: A motion to adjourn is made by Mr. Hall and seconded by Mr. Blevins. The meeting adjourns at 9:23AM by unanimous vote.

(Mr.) Lynn Blevins, Secretary