

**ST. LAWRENCE COUNTY INDUSTRIAL DEVELOPMENT AGENCY
MEETING AGENDA**

Agenda subject to change

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

September 26, 2023

Call to Order

Roll Call

Public Notice September 20, 2023

Public Comment

Approval of August 15, 2023 1-2
Minutes

Financial Report: July 2023 3-9

Committee Reports

Staff Report Patrick Kelly

Old Business None

New Business Resolution: Accepting FY2024 Tentative Budget 1-13

Resolution: Authorizing an Agreement with the Development Authority of the North
Country for the Massena School of Business DRI..... 17-19

Resolution: Authorizing Allocations through the St. Lawrence County American Rescue
Plan Act "ARPA" Economic Development and Tourism Funding Program
..... 20

Executive Session

Adjournment

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ST. LAWRENCE COUNTY INDUSTRIAL DEVELOPMENT AGENCY
Meeting of August 15, 2023

CALL TO ORDER: Chairman Staples calls the meeting to order at 1:01 PM in the main conference room at the Ernest J. LaBaff Industrial Building, Canton.

ROLL CALL:

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

A quorum is recognized.

IDA Staff present: Patrick Kelly, Kimberly Gilbert, and Robert Ahlfeld.

PUBLIC NOTICE: Public notifications sent August 10, 2023, 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 July 25, 2023, meeting motion made by Mr. LaBaff, seconded by Mr. Morrill. Motion carried unanimously.

FINANCIAL REPORTS: Ms. Gilbert reports on the June 2023 financial report. She highlights some of the activities for June, mentioning payments were received for the project fees for the TJA Oswegatchie Solar project. Application fees were also received from Grass River Solar and US Light & Energy Solar projects. We did receive the 3rd quarter payment from the County for the Economic Development Agreement and our first ARPA request that was submitted to the county for reimbursement of \$95,000 has been received. We have 2 more requests that have been sent and are pending. June 2023 does show significant expenses related to the modifications to the Paterson Street building, these are for repairs necessary for the building to be occupied and the expenses have been approved through resolutions at prior meetings. We also had a little over \$350,000 expended for the ARPA grant programs, this is all reimbursement based and we hope to receive the reimbursement very soon. Motion to accept the June 2023 financial reports by Mr. Hall, seconded by Mr. LaBaff. Motion is approved by unanimous vote.

COMMITTEE REPORTS: None

STAFF REPORT: Mr. Kelly reports the following:

A handout has been presented to the board about the 2023 Ag Tour. If you want to join us on the tour, please let the IDA know and we will register you. The tour will begin in Canton, with multiple visits scheduled to various farms around the county.

This Thursday, Mr. Kelly will be attending the Massena Central School board meeting to discuss the Air Products project. If consent is given, we will then move forward with our resolution and approval process.

100 Paterson Street Building: With the substantial amount of rain that we have received lately, there are some leaks in the roof, specifically the curved roof section. We awarded the work to specific contractors, and we are waiting for their availability, which will be once they finish school projects that they are involved in. Once they are available, we will have them make the repairs. It does not appear to have caused substantial damage and should be a relatively easy repair.

NEW BUSINESS:

Resolution IDA-23-08-27: Approving Resolution for NY USLE CANTON MEADE, LLC: The Cost Benefit Analysis/Project Evaluation documents have been distributed to the members for review. Mr. Kelly provides a summary of the proposed 30-acre, 5.0 MW solar array project located in the Town of Canton. He mentions that this is not a standard PILOT but deviates from the typical. It is a 15-year PILOT and the current land taxes that would be paid on the land is approximately \$973 annually, this amount over 15 years would equal \$14,595. Now that the PILOT is in place, those taxes will be paid as well as PILOT payments that equal \$432,000. This is an example of the huge financial benefit to the county and jurisdictions. A public hearing was held August 1st for consideration of the 15-year PILOT with no public comment. Mr. LaBaff motions to approve the resolution seconded by Mr. Reagan. The motion is approved by unanimous vote.

EXECUTIVE SESSION: Mr. LaBaff/Mr. Reagan motion/second for executive session at 1:11 PM to review the employment and financial documents of specific companies. The motion was approved by unanimous vote. At 1:33 PM Mr. Reagan/Mr. Blevins motion/second to return to regular session. The motion is approved by unanimous vote.

Resolution IDA-23-08-28: Authorizing Allocations through the St. Lawrence County American Rescue Plan Act "ARPA" Economic Development and Tourism Funding Program: Mr. LaBaff motions to accept the resolution, seconded by Mr. Blevins. Mr. Kelly summarizes the proposed ARPA grant awards. Highlighting that there are Small Business and Non-Profit awards to 3 small businesses that total \$20,000. There are awards for Facility & Infrastructure to 2 businesses that total \$9,600, and there are Workforce Training and Development awards that total \$65,140 to 3 applicants and for funds for the Heavy Equipment Operator class that is now complete. Mr. Staples abstains from the vote since one awardee is a tenant in a building that he owns; all other board members approve the resolution.

Mr. Reagan notes that he would ask staff to look at the grants that have been made and the remaining balances and make a recommendation for him to present to the ARPA Committee for approval to shift some of the funds around to expedite spending and make sure that no monies are left unspent in the ARPA program.

OLD BUSINESS: None

ADJOURNMENT: A motion to adjourn is made by Mr. LaBaff, seconded by Mr. Staples. The meeting adjourns at 1:35 PM by unanimous vote.

Mr. Ernest LaBaff, Secretary

St. Lawrence County Industrial Development Agency
 Highlights for
July 2023

Revenue

- Building Revenues	2,666.66
- Gain/Loss on Investments	5,422.98
- Project Fees (Air Products & Atlantic Testing)	9,100.00
- ARPA Revenue from SLC - 2nd payment rec'd	31,205.75
- Interest Income	<u>1,109.79</u>

\$49,505.18

Expenses

- Building Expenses (<i>Includes Paterson St projects</i>)	12,058.67
- ARPA Program Expenses	76,503.99
- IT Expenses (Inc Cyber Security)	902.09
- Other Legal Expenses (Underberg & Kessler)	3,242.15
- Benson Mines Rail Expenses	7,164.00
- Other Operating Expenses	6,718.62
- Payroll Expenses	<u>46,291.72</u>

\$152,881.24

Net Income (\$103,376.06)

St. Lawrence County Industrial Development Agency

Balance Sheet

As of July 31, 2023

Jul 31, 23

ASSETS

Current Assets

Checking/Savings

200 · Cash	389,833.72
200P · Cash - Payroll Checking Account	15,355.36
201 · Cash in Time Deposits	
201N · NBT Bank Cash in Time	1,822,058.85
201K · Key Bank Cash in Time	1,391,566.71
Total 201 · Cash in Time Deposits	<u>3,213,625.56</u>
202ARPA · NBT Account - ARPA Funding	44,821.47
203 · Cash - Rental Deposits	9,059.79

Total Checking/Savings 3,672,695.90

Other Current Assets

260 · Grant Receivable	100,576.72
202 · Accrued Interest Receivable	14,599.00
211 · Special Reserve	
211A · Special Reserve-LPL Investing	2,000,000.00
211C · Special Reserve LPL Cash Acct	48,628.89
Total 211 · Special Reserve	<u>2,048,628.89</u>
220 · Due from Others	
220-I · Due from Others for Insurance	2,099.60
220A · Misc. Due from Others	4,657.77
Total 220 · Due from Others	<u>6,757.37</u>

Total Other Current Assets 2,170,561.98

Total Current Assets 5,843,257.88

Fixed Assets

111 · Gouverneur Industrial Park	
111-A · Gouverneur Industrial Park	74,139.65
Total 111 · Gouverneur Industrial Park	<u>74,139.65</u>

112 · Vehicles	
112-A · Vehicles	39,560.00
112-B · Vehicles Depreciation	-39,560.00
Total 112 · Vehicles	<u>0.00</u>

119 · Massena Industrial Park-Lot 12 40,963.08

122 · Furnishings	
122-A · Furnishing	25,880.04
122-B · Furnishing Depreciation	-25,880.04
Total 122 · Furnishings	<u>0.00</u>

128 · Canton Industrial Park	
128A · Canton Industrial Park - Land	166,250.00
128B · Canton Industrial Park - Imp-ND	176,990.00
128BD · Canton Ind Park - Imp Deprec	39,669.00
128-C · CIP Depreciation	-10,451.96
Total 128 · Canton Industrial Park	<u>372,457.04</u>

St. Lawrence County Industrial Development Agency

Balance Sheet

As of July 31, 2023

Jul 31, 23

129 - Canton Industrial Building	
129-A - Canton Industrial Building	2,024,824.19
129-B - Canton Industrial Bldg Improv	165,873.20
129-C - Canton Ind Bldg - Depreciation	-598,195.18
Total 129 - Canton Industrial Building	1,592,502.21
Total Fixed Assets	2,080,061.98
Other Assets	
510P - Net Pension Asset	121,868.00
299 - Deferred Outflow - Pension	1,071,561.00
Capital Lease Receivable	
590 - L/R - Capital Lease OpTechLot20	38,434.09
592 - L/R - NY Power Tools - Lot 17	128,567.34
594 - L/R - From the Heart Cabinetry	530,397.39
Total Capital Lease Receivable	697,398.82
Notes Receivable (N/R)	
591 - N/R - LC Drives RDBG 2017	16,420.76
593 - N/R - LC Drives 2018 RDBG	33,934.54
Total Notes Receivable (N/R)	50,355.30
Total Other Assets	1,941,183.12
TOTAL ASSETS	9,864,502.98
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
526 - Deferred Grant Revenue(RDBG)	
526 - A - Deferred Grant Rev - NAFG-NBRC	92,599.24
526 - Deferred Grant Revenue(RDBG) - Other	50,355.30
526 - Deferred Grant Revenue(RDBG)	142,954.54
2100 - Deposit - Rental	9,059.64
522 - Prepaid Revenue(ESD Rail \$)	112,141.49
523 - Accrued Expenses Payable	171,331.70
Total Other Current Liabilities	435,487.37
Total Current Liabilities	435,487.37
Long Term Liabilities	
511 - Deferred Inflow of Pension	885,728.00
Notes Payable (N/P)	
654 - N/P - SLCIDA-LDC CIB Loan	510,352.56
Total Notes Payable (N/P)	510,352.56
500 - Emp Compensated Time Accruals	306,082.34
501 - PostEmpBenft Other Than Pension	2,682,545.00
Total Long Term Liabilities	4,384,707.90
Total Liabilities	4,820,195.27
Equity	
3700 - Investment in Capital Assets	1,556,563.05
3800 - Net Assets - Assigned	2,000,000.00
3900 - Net Assets - Unassigned	2,758,545.88
Net Income	-1,270,801.22
Total Equity	5,044,307.71
TOTAL LIABILITIES & EQUITY	9,864,502.98

St. Lawrence County Industrial Development Agency
Budget Report
July 1 - July 31, 2023

	2023 Budget	Jul-23	YTD	Balance
Operating Revenue				
2400 · Late Fees Received	100.00	0.00	0.00	100.00
2401B · Gain/Loss on Investment	35,000.00	5,422.98	35,339.70	(339.70)
2409B · Interest Income - Banking	725.00	42.23	3,483.04	(2,758.04)
2409L · Interest Income - Lease	26,000.00	1,067.56	15,759.59	10,240.41
2421 · St. Lawrence County Revenue	400,000.00	0.00	300,000.00	100,000.00
2423 · GMEDF Administrative Revenue	7,200.00	0.00	0.00	7,200.00
2999 · Miscellaneous Income	100.00	0.00	0.00	100.00
Total Operating Revenue	469,125.00	6,532.77	354,582.33	114,542.67
Canton Industrial Building				
2450 · Rental Income - CIB	63,385.00	0.00	47,540.00	15,845.00
Total Revenue for CIB	63,385.00	0.00	47,540.00	15,845.00
6455408 · Maintenance Expense - CIB	15,000.00	1,611.00	8,064.16	6,935.84
6455411 · Insurance Expense - CIB	5,250.00	0.00	0.00	5,250.00
6455415 · Tax/PILOT Expense - CIB	22,500.00	0.00	0.00	22,500.00
6455416 · Utilities Expense - CIB	2,500.00	426.64	3,259.23	(759.23)
6455499 · Miscellaneous Expense - CIB	100.00	0.00	0.00	100.00
6455500 · Interest Expense - CIB	2,566.00	213.43	1,295.30	1,270.70
6455510 · Depreciation Expense - CIB	67,208.00	0.00	0.00	67,208.00
Total Expenditure for CIB	115,124.00	2,251.07	12,618.69	102,505.31
Total Canton Industrial Building	(51,739.00)	(2,251.07)	34,921.31	(86,660.31)
Canton Industrial Park				
6456408 · Maintenance Expense - CIP	500.00	0.00	0.00	500.00
6456411 · Insurance Expense - CIP	1,000.00	0.00	0.00	1,000.00
6456499 · Miscellaneous Expense - CIP	250.00	0.00	0.00	250.00
6456510 · Depreciation Expense - CIP	2,755.00	0.00	0.00	2,755.00
Total Expenditure for CIP	4,505.00	0.00	0.00	4,505.00
Total Canton Industrial Park	(4,505.00)	0.00	0.00	(4,505.00)
Gouverneur Industrial Park				
6486408 · Maintenance Expense - GIP	6,000.00	350.00	2,850.00	3,150.00
6486411 · Insurance Expense - GIP	55.00	0.00	0.00	55.00
6486499 · Miscellaneous Expense - GIP	250.00	0.00	0.00	250.00
Total Expenditure for GIP	6,305.00	350.00	2,850.00	3,455.00
Total Gouverneur Industrial Park	(6,305.00)	(350.00)	(2,850.00)	(3,455.00)
100 Paterson Street Building				
2485 - Rental Income - 100 Paterson St	32,000.00	2,666.66	15,999.96	16,000.04
Total Revenue for 100 Paterson Street	32,000.00	2,666.66	15,999.96	16,000.04
6455408 · Maintenance Expense - 100 Paterson St	20,000.00	7,069.00	116,548.06	(96,548.06)
6455410 · Tenant Buildout - 100 Paterson St	0.00	0.00	436,750.00	(436,750.00)
6455411 · Insurance Expense - 100 Paterson St	16,000.00	0.00	0.00	16,000.00
6455416 · Utilities Expense - 100 Paterson St	7,500.00	2,388.60	20,555.31	(13,055.31)
6455499 · Miscellaneous Expense - 100 Paterson St	1,000.00	0.00	0.00	1,000.00
6455510 · Depreciation Expense - 100 Paterson St	70,000.00	0.00	0.00	70,000.00
Total Expenditure for 100 Paterson St	114,500.00	9,457.60	573,853.37	(459,353.37)
Total - 100 Paterson Street	(82,500.00)	(6,790.94)	(557,853.41)	475,353.41
Total Building Revenues	95,385.00	2,666.66	63,539.96	31,845.04
Total Building Expenses	240,434.00	12,058.67	589,322.06	(348,888.06)
Total Building Net Income	(145,049.00)	(9,392.01)	(525,782.10)	380,733.10

	2023			
	Budget	Jul-23	YTD	Balance
ARPA Revenue				
2480 · ARPA Revenues from SLC	3,387,000.00	31,205.75	126,205.75	3,260,794.25
Total Revenue for ARPA	3,387,000.00	31,205.75	126,205.75	3,260,794.25
6458501 · ARPA - Facility&Infrastructure	1,000,000.00	44,986.28	154,969.83	845,030.17
6458502 · ARPA - Small Business & NP	300,000.00	5,000.00	102,500.00	197,500.00
6458503 · ARPA - Tourism Promotion	350,000.00	7,625.75	168,327.50	181,672.50
6458504 · ARPA - Tourism Capacity	350,000.00	0.00	40,000.00	310,000.00
6458505 · ARPA - Workforce -New Worker	300,000.00	0.00	5,000.00	295,000.00
6458506 · ARPA - Workforce -Existing Worker	300,000.00	16,600.00	33,796.17	266,203.83
6458507 · ARPA - Workforce -Heavy Equip	150,000.00	0.00	41,100.00	108,900.00
6458508 · ARPA - Workforce -Heathcare	125,000.00	0.00	3,304.00	121,696.00
6458509 · ARPA - Workforce -Pipeline	25,000.00	0.00	0.00	25,000.00
6458510 · ARPA - CDLA Program	287,000.00	2,000.00	68,560.00	218,440.00
6458511 · ARPA - Family Child Care	200,000.00	291.96	18,273.37	181,726.63
Total Expenditure for ARPA	3,387,000.00	76,503.99	635,830.87	2,751,169.13
Total ARPA Programs	0.00	(45,298.24)	(509,625.12)	509,625.12
Miscellaneous Projects				
2413 · Project Fees	10,000.00	9,100.00	120,660.28	(110,660.28)
2420 · PILOT Revenue	335,000.00	0.00	341,530.28	(6,530.28)
2504 · CDC Project Revenue	100.00	0.00	0.00	100.00
6499 · Miscellaneous Income	500.00	0.00	0.00	500.00
Total Revenue for Misc. Projects	345,600.00	9,100.00	462,190.56	(116,590.56)
6420617 · NF Rail Rehab Expense	2,500.00	0.00	0.00	2,500.00
6420623 · NBRC-NAFG Expenses	0.00	0.00	219,269.39	(219,269.39)
6420624 · Benson Mines Rail Expenses	0.00	7,164.00	7,164.00	(7,164.00)
6475515 · CAP IMP Vehicle	35,000.00	0.00	0.00	35,000.00
6490616 · PILOT Payment Expense	335,000.00	0.00	341,530.28	(6,530.28)
Total Expenditure for Misc. Projects	372,500.00	7,164.00	567,963.67	(195,463.67)
Total Miscellaneous Projects	(26,900.00)	1,936.00	(105,773.11)	78,873.11

	2023			
	Budget	Jul-23	YTD	Balance
General Operating Expenses				
6460405 · Bank Fees	250.00	8.08	111.29	138.71
6460408 · Maintenance Expense	1,500.00	120.45	520.16	979.84
6460411 · Insurance Expense	7,500.00	0.00	0.00	7,500.00
6460416 · Utilities Expense	8,400.00	438.79	3,829.53	4,570.47
6460418 · Underwriting/Credit Report Exp	100.00	0.00	0.00	100.00
6460420 · Office Supplies Expense	2,500.00	299.15	1,351.66	1,148.34
6460421 · Office Equipment Expense	7,500.00	79.32	8,958.00	(1,458.00)
6460422 · Equipment Repair Expense	250.00	0.00	0.00	250.00
6460423 · Telephone Expense	7,000.00	299.42	2,078.22	4,921.78
6460424 · Postage Expense	500.00	39.02	322.08	177.92
6460425 · Printing and Copying Expense	2,000.00	165.82	1,787.16	212.84
6460426 · IT Expense	3,000.00	902.09	17,229.30	(14,229.30)
6460427 · Professional Associations Expense	1,500.00	0.00	1,350.00	150.00
6460432 · Other Legal Expense	5,000.00	3,242.15	18,415.25	(13,415.25)
6460433 · Legal Expense - Retainer	5,500.00	0.00	1,375.00	4,125.00
6460434 · Accounting Expense	8,125.00	0.00	0.00	8,125.00
6460436 · Promotion/Marketing Expense	25,000.00	0.00	27,712.69	(2,712.69)
6460440 · Auto Expense	2,000.00	215.75	647.19	1,352.81
6460441 · Subscriptions & Periodicals	500.00	0.00	648.16	(148.16)
6460442 · Meeting Expense	1,000.00	562.16	2,164.36	(1,164.36)
6460443 · Mileage Expense	1,000.00	0.00	555.44	444.56
6460444 · Education Workshops Expense	10,000.00	(938.00)	3,432.00	6,568.00
6460445 · Travel Expense	2,500.00	22.16	3,566.63	(1,066.63)
6460499 · Miscellaneous Expense	500.00	6.50	119.51	380.49
6460503 · Payroll Expenses				
503A · Salaries & Wages	486,500.00	38,279.70	291,372.57	195,127.43
503B · Employee Benefits	177,250.00	10,477.16	74,234.48	103,015.52
503C · Post Employment Benefits Expense	160,000.00	0.00	0.00	160,000.00
503D · Payroll Tax Expense	36,250.00	2,732.98	20,824.39	15,425.61
503E · Payroll Processing Fees	2,000.00	201.88	1,598.15	401.85
6460599 · Depreciation Expense	3,700.00	0.00	0.00	3,700.00
Total General Operating Expenses	968,925.00	57,154.58	484,203.22	484,721.78
Total Revenue	4,297,110.00	49,505.18	1,006,518.60	3,290,591.40
Total Expenses	4,968,859.00	152,881.24	2,277,319.82	2,691,539.18
Net Income	(671,749.00)	(103,376.06)	(1,270,801.22)	599,052.22

St. Lawrence County Industrial Development Agency
Cash and In Time Report
July 2023

Type of Account	Bank	Amount
Checking	NBT Bank	389,833.72
Payroll Account	NBT Bank	15,355.36
Savings	NBT Bank	1,822,058.85
Money Market	Key Bank	1,391,566.71
MM - ARPA Funds	NBT Bank	44,821.47
Tenant Security Deposit	NBT Bank	9,059.79
		\$3,672,695.90
NBT-LPL Investments	NBT	2,048,628.89
		\$2,048,628.89
		\$5,721,324.79

ST. LAWRENCE COUNTY INDUSTRIAL DEVELOPMENT AGENCY
 Resolution No. IDA-23-09-xx
 September 26, 2023

ACCEPTING FY2024 TENTATIVE BUDGET

WHEREAS, the St. Lawrence County Industrial Development Agency (the “SLCIDA”) has prepared a Fiscal Year 2024 Tentative Budget, and

WHEREAS, the Tentative Budget has been made available to Board members, for review prior to the September 26, 2023, meeting,

NOW, THEREFORE, BE IT RESOLVED that the St. Lawrence County Industrial Development Agency 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 SLCIDA 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 SLCIDA 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 SLCIDA.

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

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
 September 26, 2023

	2022 Actual	2023 Budget	YTD 6/30/2023	2024 Budget
OPERATING REVENUE- Other				
2400 · Late Fees Received	0	100	0	100
2401-Realized/Unrealized Gain/Loss-Investments	3,861	35,000	29,917	60,000
2409B · Interest Income - Banking	21,155	725	3,551	6,000
2409L · Interest Income - Lease	28,742	26,000	14,692	22,000
2411 · Refund of Prior Years Expense	1,418	0	0	0
2421 · St. Lawrence County Revenue	350,000	400,000	300,000	400,000
2423 · GMEDF Administrative Revenue	7,200	7,200	0	7,200
2999 · Miscellaneous Income	1	100	0	100
Total OPERATING REVENUE	412,377	469,125	348,160	495,400
Canton Industrial Building - CIB				
2450 · Rental Income - CIB	108,660	63,385	47,540	0
Total Revenue for CIB	108,660	63,385	47,540	0
6455408 · Maintenance Expense - CIB	13,624	15,000	6,453	15,000
6455411 · Insurance Expense - CIB	5,891	5,250	0	5,250
6455415 · Tax/PILOT Payment Expense - CIB	21,667	22,500	0	22,500
6455416 · Utilities Expense - CIB	7,111	2,500	2,833	2,500
6455499 · Miscellaneous Expense - CIB	(503)	100	0	100
6455500 · Interest Expense - CIB	2,669	2,566	1,082	2,475
6455510 · Depreciation Expense - CIB	67,208	67,208	0	67,208
Total Expenditure for CIB	117,667	115,124	10,368	115,033
Total Canton Industrial Building	(9,007)	(51,739)	37,172	(115,033)
Canton Industrial Park				
6456408 · Maintenance Expense - CIP	0	500	0	500
6456411 · Insurance Expense - CIP	1,239	1,000	0	1,000
6456499 · Miscellaneous Expense - CIP	8,200	250	0	250
6456510 · Depreciation Expense - CIP	3,665	2,755	0	2,755
Total Expenditure for CIP	13,104	4,505	0	4,505
Total Canton Industrial Park	(13,104)	(4,505)	0	(4,505)
Gouverneur Industrial Park				
6486408 · Maintenance Expense - GIP	3,000	6,000	2,500	4,000
6486411 · Insurance Expense - GIP	58	55	0	55
6486499 · Miscellaneous Expense - GIP	0	250	0	250
Total Expenditure for GIP	3,058	6,305	2,500	4,305
Total Gouverneur Industrial Park	(3,058)	(6,305)	(2,500)	(4,305)

	2022 Actual	2023 Budget	YTD 6/31/2023	2024 Budget
100 Paterson				
2485 · Rental Income - 100 Paterson	0	32,000	13,333	119,000
Total Revenue for 100 Paterson	0	32,000	13,333	119,000
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6480408 · Maintenance Expense - 100 Paterson	0	20,000	10,268	20,000
6480410 · Tenant Buildouts - 100 Paterson	0	0	0	5,000
6480411 · Insurance Expense - 100 Paterson	0	16,000	0	16,000
6480415 · Tax/PILOT Payment Exp-100 Paterson	0	0	0	16,000
6480416 · Utility Expense - 100 Paterson	0	7,500	18,167	7,500
6480499 · Misc Expense - 100 Paterson	0	1,000	0	1,000
6480510 · Depreciation Expense · 100 Paterson	0	70,000	0	70,000
Total Expenditure for 100 Paterson	0	114,500	28,435	135,500
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Total 100 Paterson	0	(82,500)	(15,102)	(16,500)
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ARPA Funding				
2516 - Revenue from SLC in for ARPA	119,500	3,387,000	95,000	777,000
Total Revenue for ARPA Funding	119,500	3,387,000	95,000	777,000
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6458.501 - Facility & Infrastructure Improvements	5,000	1,000,000	109,984	890,016
6458.502 - Small Business & Nonprofit Assistance	50,000	300,000	97,500	202,500
6458.503 - Travel, Tourism, & Hospitality Promo.	0	350,000	160,702	189,298
6458.504 - Travel, Tourism, & Hosp Capacity Bldg.	40,000	350,000	40,000	310,000
6458.505 - New Worker	0	300,000	5,000	295,000
6458.506 - Existing Worker	0	300,000	17,196	282,804
6458.507 - HEO	0	150,000	41,100	108,900
6458.508 - Healthcare-CCMA	0	125,000	3,304	121,696
6458.509 - Pipeline Talent	0	25,000	0	25,000
6458.510 - CDLA	24,500	287,000	66,560	220,440
6458.511 - FCCTP-Child Care	0	200,000	17,981	182,019
Total Expenditure for ARPA	119,500	3,387,000	559,327	2,827,673
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Total ARPA	0	0	(464,327)	(2,050,673)
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Miscellaneous Projects				
2413 · Project Fees	1,501,414	10,000	111,560	10,000
2406A · RBEG Revenue-LC Drives	5,055	0	0	0
2550 · Benson Mines-FRAP DOT Revenue	0	0	0	425,000
2455 · NF Rail Rehab Revenue	865,561	0	0	0
2420 · PILOT Payments Received	0	335,000	341,530	510,000
2504 · CDC Project Revenue	0	100	0	100
2424 · NF Rail NBRC Revenue	176,897	0	0	0
6499 · Miscellaneous Income	0	500	0	500
Total Revenue for Miscellaneous Projects	2,548,926	345,600	453,091	945,600

	2022 Actual	2023 Budget	YTD 6/31/2023	2024 Budget
6420617 · NF Rail Rehab Expense	564,479	2,500	0	0
6420623 · NBRC-NAFG Expenses	477,978	0	219,269	0
6420624 · Benson Mines DOT FRAP Exp.	0	0	0	500,000
6475515 · CAP IMP Vehicle	0	35,000	0	35,000
6490616 · PILOT Payments out	0	335,000	341,530	510,000
Total Expenditure for Miscellaneous Projects	1,042,457	372,500	560,800	1,045,000
Total Miscellaneous Projects	1,506,469	(26,900)	(107,709)	(99,400)
IDA General Operating Expenditures				
6460405 · Bank Fee Expense	47	250	103	250
6460408 · Maintenance Expense	2,923	1,500	400	1,500
6460411 · Insurance Expense	7,496	7,500	0	7,500
6460416 · Utilities Expense	8,278	8,400	3,391	8,400
6460418 · Underwriting/Credit Report Exp	0	100	0	100
6460420 · Office Supplies Expense	2,457	2,500	1,053	2,500
6460421 · Office Equipment Expense	3,324	7,500	8,879	5,000
6460422 · Equipment Repair Expense	0	250	0	250
6460423 · Telephone Expense	7,566	7,000	1,779	7,000
6460424 · Postage Expense	720	500	283	500
6460425 · Printing Expense	2,740	2,000	1,621	2,000
6460426 · IT/Cyber Expense	7,522	3,000	16,327	15,000
6460427 · Professional Associations Expense	1,850	1,500	1,350	1,500
6460432 · Other Legal Expense	6,376	5,000	15,173	5,000
6460433 · Legal Expense - Retainer	5,500	5,500	1,375	5,500
6460434 · Accounting Expense	8,250	8,125	0	8,875
6460436 · Promotion/Marketing Expense	19,357	25,000	27,713	25,000
6460440 · Auto Expense	1,758	2,000	431	2,000
6460441 · Subscriptions & Periodicals	503	500	648	500
6460442 · Meeting Expense	443	1,000	1,602	1,000
6460443 · Mileage Expense	1,874	1,000	555	1,000
6460444 · Education Workshops Expense	5,131	10,000	4,370	10,000
6460445 · Travel Expense	4,403	2,500	3,544	2,500
6460499 · Miscellaneous Expense	210	500	113	500
6460503 · Payroll Expenses				
503A · Salaries & Wages	482,929	486,500	253,093	499,900
503B · Employee Benefits	137,024	177,250	63,757	112,000
503C · Post Employment Benefits Expense	160,441	160,000	0	170,000
503D · Payroll Tax Expense	34,296	36,250	18,091	37,250
503E · Payroll Processing Fees	2,211	2,000	1,396	2,800
6460599 · Depreciation Expense	0	3,800	0	0
Total IDA General Operating Expenditures	915,629	968,925	427,049	935,325
Total Revenue	3,189,463	4,297,110	957,124	2,337,000
Total Expenditures	2,211,415	4,968,859	1,588,478	5,067,341
Net Income	978,048	(671,749)	(631,354)	(2,730,341)

ST. LAWRENCE COUNTY INDUSTRIAL DEVELOPMENT AGENCY
 Resolution No. IDA-23-09-xx
 September 26, 2023

**AUTHORIZING AN AGREEMENT WITH THE DEVELOPMENT AUTHORITY OF THE
 NORTH COUNTRY FOR THE MASSENA SCHOOL OF BUSINESS DRI PROJECT**

WHEREAS, the Village of Massena (“Village”) has title to the Former Massena School of Business (“School of Business”) property, and

WHEREAS, the St. Lawrence County Industrial Development Agency (“SLCIDA”) supports the redevelopment of the School of Business into a community space while preserving the Main Street façade and recognizes the importance of the project for safety and economic development in the Village and for St. Lawrence County; and

WHEREAS, the Village was successful in applying for, and receiving, a Downtown Revitalization Initiative (“DRI”) designation in December 2021 and, as part of the DRI award, the Village and the SLCIDA worked together to propose a project for the redevelopment of the School of Business site (“Project”); and

WHEREAS, the SLCIDA has experience developing or redeveloping properties and will provide bridge financing, project oversight and grant administration of the Project, and

WHEREAS, the SLCIDA recognizes that the Project would be best served by utilizing the services of an agency that has the engineering and planning expertise to undertake the project, and

WHEREAS, the SLCIDA has determined that the Development Authority of the North Country (“DANC”) has such expertise, and

WHEREAS, the service to be provided by DANC, a unit of State government, is within the definition of professional services and pursuant to SLCIDA’s Procurement Policy, is not considered a purchase contract and is not subject to competitive bidding,

NOW, THEREFORE, BE IT RESOLVED that the SLCIDA desires to enter into the attached agreement with DANC for an amount not to exceed \$30,000, and

BE IT FURTHER RESOLVED that the St. Lawrence County Industrial Development Agency’s Chief Executive Officer, pending review by SLCIDA Legal Counsel, is hereby designated, authorized, empowered and directed to negotiate, execute and deliver any and all agreements and other documents required to effectuate the transactions contemplated by this resolution.

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

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
 September 26, 2023

**DEVELOPMENT AUTHORITY OF THE NORTH COUNTRY
TECHNICAL SERVICES AGREEMENT FOR
MASSENA SCHOOL OF BUSINESS COURTYARD AND WALKWAY**

WITH THE

ST. LAWRENCE COUNTY INDUSTRIAL DEVELOPMENT AGENCY

This Agreement entered into this _____ day of _____ 2023, by and between:

ST. LAWRENCE COUNTY INDUSTRIAL DEVELOPMENT AGENCY (SLCIDA), a public benefit corporation organized and existing under the laws of the State of New York, having an office building and principal place of business located at 19 Commerce Lane, Suite 1, Canton, New York 13617, herein after referred to as "SLCIDA",

And

DEVELOPMENT AUTHORITY OF THE NORTH COUNTRY, a public benefit corporation organized and existing under the laws of the State of New York, having an office and principal place of business located at 317 Washington Street, Watertown, New York 13601, hereinafter referred to as "Authority".

Recitals

- A. The Authority has assisted the SLCIDA with the redevelopment of the former Jones & Laughlin Ore Processing Facility and the Newton Falls Railroad Projects.
- B. The SLCIDA intends to redevelop the former Massena School of Business located at 22 Main Street, Massena into a public courtyard and walkway.
- C. The Village of Massena, hereinafter referred to as "Village", is the owner of the former Massena School of Business. The Village and SLCIDA intends to execute a Memorandum of Agreement to document the arrangement between the Village and SLCIDA with respect to the project.
- D. The SLCIDA obtained a grant through the Downtown Revitalization Initiative "DRI" in the amount of \$1,900,000 to complete the redevelopment inclusive of design, demolition, and construction.
- E. The SLCIDA has requested technical services from the Authority to assist the SLCIDA with this project. At its Board meeting held on _____, the Board approved the Authority to assist the SLCIDA with this task. **A copy of this Resolution has been attached as Exhibit A.**
- F. This Agreement is authorized under Section 2704(17) of the Public Authorities Law.

In consideration of the mutual covenants herein contained, the parties agree as follows:

1. The scope of services that will be performed by the Authority is as follows:

a. Project Management:

The Authority will coordinate all aspects of the project through completion of the design, bidding, and construction. Services will include coordinating with SLCIDA staff, project engineer-of-record, funding agencies, regulatory agencies, and legal counsel, and coordinating monthly project meetings.

b. Consultant Services

The SLCIDA will need to obtain the services of a hazardous material testing company and engineering firm to complete the planned redevelopment. The Authority will assist SLCIDA staff with procuring the services of the necessary firms while complying with the SLCIDA and funding agency requirements, inclusive of MWBE goals.

c. Funding/Financial Administrative Assistance:

The Authority will provide assistance with budgets, financial report preparation, progress reports, MWBE reporting, preparation of drawdown requests, review of supporting documentation, and other mandatory funding agency requirements as required by the funding agency.

d. Bid Phase Services:

The Authority will assist in compiling bid documents, and facilitating the bid process including responding to questions and preparing addenda, review bids, and assist the SLCIDA in awarding the contracts.

e. Construction Phase Services:

The Authority will oversee the demolition of the existing structure while preserving the existing facade facing Main Street and construction of new courtyard and walkway. New courtyard construction to include preserved front façade with structural support, decorative concrete walkway, history board, and wooden observation deck with stair access. During construction activities the Authority will complete periodic inspection, conduct progress meetings with the contractor, review payment applications and recommend payment, develop punch list, complete construction contract closeout.

2. The SLCIDA shall pay the Authority for services at the labor hour burdened rate for the specific job classification performing the services (see Table 1) The Authority issues an updated rate table annually on April 1; however, the total

cost of such services shall not exceed \$30,000. The fee is based on an anticipated 18-month duration once written authorization to proceed by a signed agreement is issued. This agreement will terminate when the scope of services is completed or at which time the SLCIDA elects to discontinue services. The Authority shall bill monthly upon invoices properly itemized and supported, and payment thereof shall be made by the SLCIDA within 30 days of receipt of each invoice.

TABLE 1

Employee Wage Rate	Standard	Overtime
Director of Engineering	\$132	NA
Assistant Director of Engineering	\$100	NA
Controls Engineer	\$95	NA
Project Engineer	\$85	NA
GIS Supervisor	\$85	NA
GIS Analyst	\$78	NA
Director of Water Quality Management	\$110	NA
Assistant Director of Water Quality Management	\$105	NA
Water Quality Supervisor - Operations	\$87	NA
Water Quality Supervisor - Management Services	\$83	NA
Water Quality Senior Operator	\$70	\$89
Water Quality Coordinator	\$70	NA
Water Quality Operator	\$63	\$80
Administrative Specialist	\$62	\$80
Water Quality Technician	\$55	\$71

3. The SLCIDA shall provide the reasonable support services of its attorney, Clerk and other staff as appropriate to assist in implementing the project.
4. The Authority shall carry general public liability insurance in the customary amounts and coverages maintained on its general operations, and shall name the SLCIDA as additional insured on the liability policy.
5. The SLCIDA shall carry general liability insurance in the customary amounts and coverages maintained on its general operations, and shall name the Authority as additional insured on the liability policy.
6. The SLCIDA will at all times indemnify and save harmless the Authority against all liabilities, judgments, costs, damages, expenses and attorney's fees for loss, damage or injury to persons or property resulting in any manner from the willful malfeasance or negligent acts or omissions of the SLCIDA, its agents or employees pertaining to the activities to be carried out pursuant to the obligations of this Agreement. The Authority will at all times indemnify and save harmless the SLCIDA against all liabilities, judgments, costs, damages, expenses and attorney's fees for loss, damage or injury to persons or property resulting in any manner from the willful malfeasance or negligent acts or omissions of the

Authority, its agents or employees pertaining to the activities to be carried out pursuant to the obligations of this Agreement.

7. The Authority shall use reasonable diligence to provide the services herein required, but shall not be liable to the SLCIDA for damages, breach of contract, or otherwise, for failure, suspension, diminution, or other variations of service occasioned by any cause beyond the control of the Authority. The SLCIDA will not be liable in the event of a breach beyond their control. Such causes may include, but are not restricted to, acts of God or of the public enemy, acts of the Government in its sovereign or contractual capacity, fires, floods, epidemics, riots, strikes, civil disturbance, quarantine, restrictions, or inability to obtain equipment or supplies.
8. All accounts, reports and other records generated by the Authority or required under this Agreement, in the performance hereof, shall be open to inspection and audit at all reasonable times by the SLCIDA. Such records shall be retained by the Authority for a minimum of seven years following the expiration or earlier termination of this Agreement or an extended agreement.
9. The parties acknowledge that the Authority has undertaken and may undertake various projects unrelated to this Agreement. It is the intent of the parties that this Agreement, the service provided hereunder and all payments, accounts receivable and equipment resulting from or required by such service shall be separate from and independent of all unrelated projects and activities of the Authority. The SLCIDA shall have no right to, or claim upon, the assets, insurance proceeds or income of the Authority other than those associated with the performance of this Agreement, in satisfaction of any claim by the SLCIDA arising hereunder. A similar restrictive clause is contained and will be provided in all service agreements made by the Authority with others.
10. The Authority is an independent contractor with the SLCIDA and this Agreement does not create and shall not be construed as creating a relationship of principal and agent, landlord and tenant, or employer and employee.
11. No waiver by SLCIDA or Authority of any breach of any term, covenant or condition contained in this Agreement shall operate as a waiver of such term, covenant or condition itself, or of any subsequent breach thereof.
12. This Agreement shall be construed and enforced in accordance with the laws of the State of New York. If any provision of this Agreement shall, to any extent, be held invalid or unenforceable, the remainder of this Agreement shall not be affected thereby and shall continue to be valid and enforceable to the fullest extent permitted by law.
13. This Agreement contains the entire agreement of the parties and may be modified or amended only by the written mutual agreement of the parties.

14. All notices required or permitted to be given under this Agreement shall be in writing and shall be deemed to have been duly given if sent by certified or registered mail, return receipt requested, postage prepaid.

All of the above is established by the signatures of the authorized representatives of the parties.

**DEVELOPMENT AUTHORITY
ON OF THE NORTH COUNTRY**

**ST. LAWRENCE COUNTY INDUSTRIAL
DEVELOPMENT AGENCY**

By: _____

By: _____

Carl E. Farone, Jr.
Executive Director

Patrick Kelly
Chief Executive Officer

