

ST. LAWRENCE COUNTY INDUSTRIAL DEVELOPMENT AGENCY

Meeting of February 18, 2025

CALL TO ORDER: Chairman Staples calls the meeting to order at 1:04 PM in the main conference room at the Ernest J. LaBaff Industrial Building, Canton.

ROLL CALL:

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

A quorum is recognized.

IDA Staff present: Patrick Kelly, Kimberly Gilbert, Lori Sibley, and Bob Ahlfeld.

PUBLIC NOTICE: Public notifications sent February 11, 2025, 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 18, 2024 meeting by Mr. Hall, seconded by Mr. McMahon. The motion is approved unanimously.

FINANCIAL REPORTS: Ms. Gilbert reports that QuickBooks files have been uploaded and sent to the new auditors. There will be a meeting of the Audit and Finance Committee before the end of this month as part of the annual audit process. The ARPA end of year report was submitted to the County. All ARPA funds have been allocated, we are continuing to expend those funds. Motion to accept the Financial Summary by Mr. Morrill, seconded by Mr. Hall. The motion is approved unanimously.

COMMITTEE REPORTS: None

STAFF REPORT: Mr. Kelly highlights some recent activities:

Marketing: Business Connections – Spotlight on Resources (BOCES): Staff will participate in the next event scheduled for February 25th at Southwest Tech in Fowler. The opportunity to connect businesses with programs and students at the BOCES Career and Technical Education Centers has been positive. Staff are also assisting with outreach efforts now to invite businesses to the Business Connections – Spotlight on Resources (SUNY Canton) event at the Canino School of Engineering on March 20th. A Real Estate Roundtable was held in the IDA conference room on January 23rd. Mr. Ahlfeld mentions that approximately 20 people were in attendance. These roundtable events help bring together local real estate agents with economic development representatives to discuss our shared interest in workforce and business connections.

An Economic Development Partners Meeting was held on January 24th, and Ben Cruz and Michelle Capone from the Development Authority of the North Country spoke to the group about Next Move NY, an initiative to help transitioning soldiers and their families find employment opportunities.

Center for Entrepreneurial Leadership (“CEL”): The next cohort was scheduled to begin on January 13th. However, due to some late cancellations, we no longer have the minimum number of participants required in order to deliver the program value for our remaining registrants. We’ll continue to recruit participants for the program next year.

Annual Reports: Along with the annual audit process, approximately 100 annual *PARIS* report documents for the Comptroller’s Office have been distributed to companies to assess the progress of their projects. These forms include a combination of PILOTS, bonds, loans, and miscellaneous projects. We are assessing job retention, job creation, investment, and project progress. *Annual Financial Disclosure forms* have been sent to IDA members and staff, *Board Evaluation Forms* have been sent to IDA members, and the Annual Mission and Performance Report is being compiled as part of our annual reporting requirements.

Approximately 40 PILOT invoices were sent out to companies in January, totaling approximately \$600,000. This is in addition to the \$500,000 in IDA PILOT invoices billed directly by the taxing jurisdictions – representing \$1.1 million in new revenue to the various villages, towns, schools, and county. Last year the total IDA PILOT billings, county-wide, were about \$820,000 and the pre-project tax payments on the project parcels were under \$80,000. Mr. Kelly notes that the information will be highlighted in the annual report to the St. Lawrence County Board of Legislators.

Governance Committee: A Governance Committee meeting will be scheduled in March.

NEW BUSINESS:

Resolution IDA-25-02-01: Standard Workday and Reporting Resolution: These hours represent the minimum number of hours per day a full-time employee in that title is required to work to be eligible for benefits through the New York State retirement system. Hours worked for the affiliated development corporations are in addition to the standard workday hours of the IDA. Mr. Reagen motions to accept Resolution IDA-25-02-01, seconded by Mr. McMahon. The Resolution is approved by unanimous vote.

Resolution IDA-25-02-02: Support for the Continued Operation of the New York State Correctional Facilities in St. Lawrence County: Mr. Kelly comments about the heightened activity with the Department of Corrections. He adds that IDA staff have been involved, as part of the local Task Force Committee, which was established to help relay important messaging to our state leaders highlighting the success and value of the Gouverneur and Riverview Correctional facilities. IDA member Reagen is the Chair of the group. As to Mr. McMahon’s question about other counties and their involvement with supporting their local correctional facilities, Mr. Kelly explains that as more prison closures are happening, more counties are getting involved. A discussion ensues regarding the reasons behind prison closures in New York State. Mr. Reagen motions to accept Resolution IDA-25-02-02, seconded by Mr. Morrill. The Resolution is approved by unanimous vote.

Resolution IDA-25-02-03: Project Modification for St. Lawrence Suds (dba Bent Beam Brewing): Mr. Kelly references exhibit A in the resolution and explains that the modification only includes the extended date for the sales and use tax exemption, from December 31, 2024 to June 30, 2025. Mr. Reagen motions to approve Resolution IDA-25-02-03, seconded by Mr. Hall. The motion is approved by unanimous vote.

EXECUTIVE SESSION: Mr. Hall makes a motion to go into executive session at 1:21 PM to discuss the financial, credit, or employment history of a particular person or corporation, seconded by Mr. McMahon. A motion to return to regular session is made by Mr. Morrill, seconded by Mr. Reagen at 2:09 PM. Both motions were approved by unanimous vote.

Resolution IDA-25-02-04: Authorizing the Lease of Real Property Located at 30 Buck Street, Canton: This is a lease from the St. Lawrence County Property Development Corporation for the former Kraft facility in Canton, located at 30 Buck Street, that will enable the St. Lawrence County IDA to oversee the rehabilitation and redevelopment of the property, similar to the model used for the 100 Paterson Street property in Ogdensburg. Mr. Hall motions to approve Resolution IDA-25-02-04, seconded by Mr. Reagen. The motion is approved by unanimous vote.

Resolution IDA-25-02-05: Authorizing Professional Services for Training Gap Analysis: As we continue to work with our other resource partners in the area, we have looked at how to resolve skills gaps in employment. An RFP was issued and CITEC Business Solutions is recommended to provide Training Gap Analysis to better identify and catalogue needs, resources, and opportunities to support employers and job seekers to better build and initiate talent training program pipelines and resources. Mr. Reagen motions to accept Resolution IDA-25-02-05, seconded by Mr. Hall. The motion is approved by unanimous vote.

OLD BUSINESS: None

ADJOURNMENT: A motion to adjourn is made by Mr. Morrill/Mr. Hall. The meeting adjourns at 2:10 PM by unanimous vote.

Mr. Ernest LaBaff, Secretary