

ST. LAWRENCE COUNTY INDUSTRIAL DEVELOPMENT AGENCY

Meeting of March 25, 2025

CALL TO ORDER: Mr. Hall calls the meeting to order at 1:02 PM in the main conference room at the Ernest J. LaBaff Industrial Building, Canton.

ROLL CALL:

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

A quorum is recognized.

IDA Staff present: Patrick Kelly, Kimberly Gilbert, Lori Sibley, and Richard Williams

PUBLIC NOTICE: Public notifications sent March 21, 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 February 18, 2025 meeting by Mr. LaBaff, seconded by Mr. Morrill. The motion is approved unanimously.

FINANCIAL REPORTS: None

COMMITTEE REPORTS: The Governance Committee met this morning (Mr. Blevins, Mr. Hall, and Mr. LaBaff). On behalf of the committee, Mr. Hall provides the following summary: the committee reviewed the Compensation, Reimbursement and Attendance Policy, Whistleblower Policy, Code of Ethics Policy, Defense and Indemnification Policy, Review of Disposition of Property Guidelines and the 2024 Real Property Report, updates to the FOIL and Open Meetings Law Policy, Board Member Evaluation Forms, Annual Financial Disclosure Form, and Mission and Performance Review. Mr. LaBaff motions to accept the Governance Committee report, seconded by Mr. Morrill. The motion is approved unanimously.

STAFF REPORT: None

NEW BUSINESS:

Resolution IDA-25-03-06: Annual Review of Code of Ethics: The Governance Committee reviewed the policy and determined no changes are needed at this time. Mr. LaBaff motions to approve Resolution IDA-25-03-06, seconded by Mr. Reagen. Motion is approved by unanimous vote.

Resolution IDA-25-03-07: Annual Review of Compensation, Reimbursement, and Attendance Policy: The Governance Committee reviewed the policy, and no changes are recommended at this time. Mr. LaBaff motions to approve Resolution IDA-25-03-07, seconded by Mr. Reagen. The motion is approved by unanimous vote.

Resolution IDA-25-03-08: Annual Review of Defense and Indemnification Policy: After review by the Governance Committee, there are no recommended changes to this policy. Mr. LaBaff motions to approve Resolution IDA-25-03-08, seconded by Mr. Reagen. The motion is approved by unanimous vote.

Resolution IDA-25-03-09: Annual Review of the Whistleblower Policy and Procedures: The Governance Committee reviewed the policy and recommends no changes. Mr. LaBaff motions to approve Resolution IDA-25-03-09, seconded by Mr. Reagen. The motion is approved by unanimous vote.

Resolution IDA-25-03-10: 2025 Review of Disposition of Real Property Guidelines and 2024 Report of Property: Upon review, the Governance Committee determined there is no need for revisions at this time. Mr. LaBaff motions to approve Resolution IDA-25-03-10, seconded by Mr. Reagen. The motion is approved by unanimous vote.

Resolution IDA-25-03-11: Adopting Revised Freedom of Information Law (“FOIL”) and Open Meetings Law Policy: While the current FOIL policy includes information on how the public may access agency records, updates to the policy now include open meetings law information relevant to the ability for the public to livestream meetings or view recorded meetings posted on the website. Mr. McMahon motions to approve Resolution IDA-25-03-11, seconded by Mr. LaBaff. The motion is approved by unanimous vote.

Resolution IDA-25-03-12: Adopting the 2024 Audit: The final audit was provided to the board for review. This year’s audit was a new process conducted by EFPR Group, based in Williamsville, NY. There were no findings and no disagreements with management. A separate Audit and Finance Committee Meeting will be held with the auditors soon. Mr. LaBaff motions to approve Resolution IDA-25-03-12, seconded by Mr. McMahon. The motion is approved by unanimous vote.

Annual Mission and Performance Report and Assessment of IDA Projects: This is a compilation of all the annual project activity that gets reported through the Public Authorities Reporting System (“PARIS”). Mr. Kelly adds there were 51 active projects reported in the PARIS system for the St. Lawrence County IDA and provides performance measurement results from the projects contained in the 2024 Annual Assessment of Active IDA Projects report. In the review, Mr. Kelly addresses the recent announcement that Air Products is terminating their project in St. Lawrence County. He adds that Air Products was approved for a Sales and Use Tax Exemption, but did not use it. There was no benefit used and no job creation, so the project has no significant numbers to report. We are currently working with Air Products to determine how to reposition the site for future development opportunities.

Further in the report, Mr. Kelly adds that there are various exemptions reported, job creation numbers, and notes indicating the status of each project. The IDA provided \$150,000 in Sales and Use and/or Mortgage Recording Tax Exemptions, about \$2.3 million in property tax exemptions, and the taxing jurisdictions collected about \$1,050,000 in PILOT payments. Prior to IDA involvement, the applicants showed a total of 706 jobs with plans to create 161 more jobs. Mr. Kelly reports the overall job level at the end of 2024 was 940, a number that reflects 72 more jobs than projected at the time of the application. In terms of PILOTS, the impact of the PILOT payments are equal to an increase in approximately \$29 million in assessed value added to the tax roll. When the PILOTS end, the assessed value will be around \$60 million. In summary, the projects are performing as expected, and in many cases, better than expected.

Mr. Kelly then highlights the Annual Report Document that was reviewed by the Governance Committee. In addition to IDA project activity he highlights that the administration of ARPA funds on behalf of St. Lawrence County continued on through the end of 2024, resulting in \$3,242,000 in awards.

Copies of these reports also go to the St. Lawrence County Board of Legislators. Staff also distribute the Annual Report document to various stakeholders throughout the County. Mr. Hall comments that the Annual Assessment of Project Activity is a very well-coordinated report. He commends staff for the amount of work that went into providing such a thorough report. Mr. LaBaff motions to approve the Annual Mission and Performance Report and Assessment of IDA Projects, seconded by Mr. Morrill. The motion is approved by unanimous vote.

OLD BUSINESS: None

ADJOURNMENT: A motion to adjourn is made by Mr. McMahon/Mr. LaBaff. The meeting adjourns at 1:20 PM by unanimous vote.

Mr. Ernest LaBaff, Secretary