

**ST. LAWRENCE COUNTY INDUSTRIAL DEVELOPMENT AGENCY
CIVIC DEVELOPMENT CORPORATION**

Meeting of September 23, 2025

CALL TO ORDER: Chairman Staples calls the meeting to order at 1:25 PM in the main conference room at the Ernest J. LaBaff Industrial Building, Canton.

ROLL CALL:

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

A quorum is recognized.

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

IDA-LDC Staff present: Richard Williams and Marijean Remington

PUBLIC NOTICE: Public notifications sent September 18, 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: Andrew Gardner, Reporter from the Watertown Daily Times, is in attendance. No public comment.

APPROVAL OF MINUTES: Motion to accept the minutes of the March 25, 2025 meeting by Mr. LaBaff, seconded by Mr. Reagen. The motion is approved unanimously.

FINANCIAL REPORTS: Motion to accept the financial report by Mr. LaBaff, seconded by Mr. Reagen. Mrs. Gilbert reports on the financials from January through June 2025. Expenditures, interest earnings, and the 30 Buck Street lease to the IDA were highlighted. Motion carried unanimously.

COMMITTEE REPORTS: Nominating Committee (Mr. LaBaff – Chair, Mr. Blevins, and Mr. Reagen). Nominating Committee Chairman Ernest LaBaff offers the following slate of officers: Brian W. Staples (Chairman), Lynn Blevins (Vice-Chairman), and Ernest LaBaff (Secretary). Hearing no other nominations, motion to accept the slate of officers made by Mr. McMahon, seconded by Mr. Reagen. Motion carried unanimously

STAFF REPORT: None

NEW BUSINESS:

Resolution CDC-25-09-08: Accepting the FY2026 Tentative Budget: Mr. Kelly mentions this is a draft budget. Comments and suggestions are encouraged before the final budget is provided at the next meeting. Mr. LaBaff motions to approve Resolution CDC-25-09-08, seconded by Mr. Reagen. The motion is approved by unanimous vote.

EXECUTIVE SESSION: None

FINANCIAL REPORTS: The financial report provided earlier in the meeting was not correct. Mrs. Gilbert provides a corrected report, reporting on interest earnings for the period, legal expenses in March for the attorney's retainer, IT expenses, and the 2024 audit expenditure in May. Mr. Reagen motions, seconded by Mr. McMahon, to approve the revised financial report. Motion carried unanimously.

OLD BUSINESS: None

ADJOURNMENT: A motion to adjourn is made by Mr. LaBaff. The meeting adjourns at 1:30 PM by unanimous vote.

Mr. Ernest LaBaff, Secretary