

**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

May 8, 2026

Call to Order

Roll Call

Public Notice May 5, 2026

Public Comment

Approval of March 27, 2026 1-4
Minutes

Financial Report

Committee Reports

Staff Report Patrick Kelly

Old Business

New Business Resolution: Project Authorizing: Small City Brewing Company, LLC..... 5-10

Executive Session

Adjournment

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ST. LAWRENCE COUNTY INDUSTRIAL DEVELOPMENT AGENCY

Meeting of March 27, 2026

CALL TO ORDER: Chairman Staples calls the meeting to order at 1:05 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 (via Zoom)	Reagen.....	Present
Hall.....	Present		

A quorum is recognized.

Staff present: Patrick Kelly, Kimberly Gilbert, Lori Sibley, and Bob Ahlfeld
IDA LDC Staff present: Marijean Remington

PUBLIC NOTICE: Public notifications sent March 20, 2026 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: The names “Kyle O’Conner,” “Michael Scott,” and “Mason Shanahan” are displayed on the Zoom screen. No comment offered from the public.

APPROVAL OF MINUTES: Motion to accept the minutes of the January 27, 2026 meeting by Mr. LaBaff, seconded by Mr. Hall. 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 2025 Real Property Report, 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. Reagen. The motion is approved unanimously.

STAFF REPORT: Mr. Kelly provides the following highlights:

Congdon Hall Project (Potsdam) Vecino Group: A public hearing was held on March 24th in Potsdam for the project.

30 Buck Street, Canton: Continuing winter maintenance/repair work is ongoing at the facility.

Massena School of Business: We are in the final stages of the Downtown Revitalization Initiative Project.

Promotion and Business Development:

Outside County Events: IDA staff attended or will attend:

- Ag Solutions and Networking Expo (Cobleskill, NY)
- Northeast Dairy Innovation Summit (Albany, NY)
- Quebec-NY Transportation Rendezvous (Plattsburgh, NY)
- Site visits in Quebec as part of the trade show in Mississauga (Montreal, Canada)
- UPCOMING: EpTech (Montreal), April 23rd
- UPCOMING: Select USA (Washington D.C.), May 3rd – 6th
- UPCOMING: CANSEC (Ottawa), May 27th and 28th

Local In-County Events: IDA staff involvement:

- Gateways to Careers held at SUNY Canton earlier this month
- Next Move NY new job portal launch-staff participating in demos with local companies
- Madrid Waddington Central School Health Care Career Fair is scheduled for March 31st – open to all high schools in St. Lawrence County, staff helped recruit companies to exhibit at the event
- Business Resource Mixer is scheduled for April 29th from 4-6 pm at the Best Western in Canton
- Lunch and Learn event at Fort Drum – opportunity for businesses to go to Fort Drum at the noon hour to talk to transitioning soldiers about employment opportunities available
- Fort Drum Job Fair – May 16th
- STL-CEL program – IDA staff is recruiting for the 2027 class. Approximately 3 dozen business representatives have completed the program thus far. Discussion ensues about the program, as Mr. McMahon asks about the number of individuals needed to operate a successful program, Mr. Kelly responds that 8-12 individuals is the targeted range. Mr. Hall inquires about the cost of training, to which Mr. Kelly adds that the cost is minimal with tuition assistance available if necessary.

Internship: Currently hosting a student intern from SUNY Canton giving him exposure to community, economic, and workforce development and keeping the IDA involved with the college's placement efforts for future workers in St. Lawrence County.

Mr. LaBaff motions to accept the staff report, seconded by Mr. Reagen. The motion is approved unanimously.

NEW BUSINESS:

Resolution IDA-26-03-02: 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-26-03-02, seconded by Mr. Reagen. Motion is approved by unanimous vote.

Resolution IDA-26-03-03: 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-26-03-03, seconded by Mr. Reagen. The motion is approved by unanimous vote.

Resolution IDA-26-03-04: 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-26-03-04, seconded by Mr. Reagen. The motion is approved by unanimous vote.

Resolution IDA-26-03-05: Annual Review of the Whistleblower Policy and Procedures: The Governance Committee reviewed the policy and recommended no changes. Mr. LaBaff motions to approve Resolution IDA-26-03-05, seconded by Mr. Reagen. The motion is approved by unanimous vote.

Resolution IDA-26-03-06: 2026 Review of Disposition of Real Property Guidelines and 2025 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-26-03-06, seconded by Mr. Reagen. The motion is approved by unanimous vote.

Resolution IDA-26-03-07: Adopting the 2025 Audit: The final audit was provided to the board for review. Deadline to submit the report in PARIS is March 31st. This year's audit was conducted by EFPR Group. There were no findings and no disagreements with management. A separate Audit and Finance Committee Meeting will be held with the auditors soon. Once reports are submitted to New York State, copies will be forwarded to the St. Lawrence County Board of Legislators and posted on the IDA website. Mr. LaBaff motions to approve Resolution IDA-26-03-07, seconded by Mr. Reagen. 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 50 active projects reported in the PARIS system for the St. Lawrence County IDA and provides performance measurement results from the projects contained in the 2025 Annual Assessment of Active IDA Projects report. In the review, Mr. Kelly mentions the total project value for IDA projects alone is \$336 million.

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 \$148,000 in Sales and Use and/or Mortgage Recording Tax Exemptions, a little over \$3 million in property tax exemptions, and the taxing jurisdictions collected about \$1,222,000 in PILOT payments. Prior to IDA involvement, the applicants showed a total of about 725 jobs with plans in the application phase to create 141 more jobs. Mr. Kelly reports the overall job portfolio shows 890 jobs at the end of 2025, showing an increase of 174 jobs, which is 33 more jobs than what the projections had indicated.

Across these 50 projects, the IDA added 297,000 square feet of new space to the property tax roll in St. Lawrence County. Prior to IDA involvement, the property assessment was about \$2.1 million. The assessed value now, including solar projects, accounts for an increase of about \$35.5 million. This is a significant increase as we talk about job retention, job creation, and increasing the tax base. Through solar projects we've seen an increase of 117 megawatts of clean, renewable energy production. Mr. Kelly adds that these highlights will be provided on the IDA website for public viewing. Discussion ensues and Mr. Reagen adds that there is much more value in this information than PILOT payments, it's the job creation and retention, and growth opportunities for our local businesses.

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. Reagen motions to approve the Annual Mission and Performance Report and Assessment of IDA Projects, seconded by Mr. LaBaff. The motion is approved by unanimous vote.

Resolution IDA-26-03-08: Project Modification: Cives Steel, Northern Division: The project was approved in April 2025. After discussions with the company, a further assessment of the project shows the benefited project amount of the project and time to complete the project need to be increased. Mr. Kelly notes the company has added 10 jobs since the application phase in 2025. Mr. Reagen applauds the company for the 149 jobs and for providing structural steel for major projects throughout the northeast. Mr. LaBaff motions to approve Resolution IDA-26-03-08, seconded by Mr. McMahon. The motion is approved by unanimous vote.

EXECUTIVE SESSION: At 1:28 pm, Mr. Kelly requests a motion to go into executive session. Mr. McMahon/Mr. Hall motion/second, to go into executive session. The motion is approved by unanimous vote. Mr. Hall/Mr. Reagen motion/second to return to regular session at 1:49 pm. The motion is approved by unanimous vote.

OLD BUSINESS: None

ADJOURNMENT: A motion to adjourn is made by Mr. LaBaff/Mr. Hall. The meeting adjourns at 1:49 PM by unanimous vote.

Mr. Ernest LaBaff, Secretary

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ST. LAWRENCE COUNTY INDUSTRIAL DEVELOPMENT AGENCY
PROJECT AUTHORIZING RESOLUTION
 Small City Brewing Company, LLC [Project Number 4001-26-01]
 Resolution No. IDA-26-05-xx
 May 8, 2026

A regular meeting of the St. Lawrence County Industrial Development Agency (the “SLCIDA”) was convened on May 8, 2026 at 2:00 PM, local time, in the Main Conference Room of the Ernest J. LaBaff Industrial Building, 19 Commerce Lane, Canton, New York.

The meeting was called to order by _____, and upon roll being called, the following members of the SLCIDA were:

MEMBER	PRESENT	ABSENT
Blevins, Lynn		
Hall, Mark C.		
LaBaff, Ernest		
McMahon, Andrew		
Morrill, Steven		
Reagen, James		
Staples, Brian W.		

The following persons were ALSO PRESENT: Patrick Kelly, Kimberly Gilbert, Marijean Remington, and Bob Ahlfeld).

After the meeting had been duly called to order, _____ announced that, among the purposes of the meeting, was to consider and take action on certain matters pertaining to proposed project for the benefit of Small City Brewing Company, LLC.

On motion duly made by Mr. _____ and seconded by Mr. _____, the following resolution was placed before members of the St. Lawrence County Industrial Development Agency:

- (i) **ACCEPTING AN APPLICATION SUBMITTED BY THE COMPANY WITH RESPECT TO A CERTAIN PROJECT;**
- (ii) **ACCEPTING AND ADOPTING FINDINGS WITH RESPECT TO THE PROJECT PURSUANT TO SEQRA.**
- (iii) **DESCRIBING THE FORMS OF FINANCIAL ASSISTANCE BEING CONTEMPLATED WITH RESPECT TO THE PROJECT;**
- (iv) **AUTHORIZING THE UNDERTAKING OF FINANCIAL ASSISTANCE TO SMALL CITY BREWING COMPANY, LLC FOR A PROJECT DESCRIBED HEREIN IN THE FORM OF (a) A SALES TAX EXEMPTION FOR PURCHASES AND RENTALS RELATED TO THE ACQUISITION, CONSTRUCTION AND EQUIPPING OF THE PROJECT; (b) A MORTGAGE RECORDING TAX EXEMPTION FOR THE FINANCING RELATED TO THE PROJECT**

WHEREAS, the St. Lawrence County Industrial Development Agency (the "SLCIDA") is authorized and empowered by Title 1 of Article 18-A of the General Municipal Law of the State of New York (the "State") as amended, and Chapter 358 of the Laws of 1971 of the State, as amended (collectively, the "Act") to promote, develop, encourage and assist in the acquiring, constructing, reconstructing, improving, maintaining, equipping and furnishing of industrial, manufacturing, warehousing, commercial, research, and recreation facilities, including industrial pollution control facilities, railroad facilities and certain horse racing facilities, for the purpose of promoting, attracting, encouraging and developing recreation and economically sound commerce and industry to advance the job opportunities, health, general prosperity and economic welfare of the people of the State, to improve their recreation opportunities, prosperity and standard of living, and to prevent unemployment and economic deterioration, and

WHEREAS, Small City Brewing Company, LLC. (the "Company") has submitted an application (the "Application") to the SLCIDA requesting the SLCIDA's assistance with the project, the terms and conditions of which are described in **Exhibit A**, attached hereto and made a part thereof, and as may be more thoroughly described within the Application, and

WHEREAS, there has been enacted into law Article 8 of the New York Environmental Conservation Law, Chapter 612 of the 1975 Laws of the State of New York, as amended (the "Environmental Act"), which provides for the review of certain "actions" undertaken by State and local agencies for purposes of regulating such activities in order for proper consideration be given to the prevention of environmental damage,

WHEREAS, on September 22, 2025 City of Ogdensburg determined the Project is a "Unlisted Action" and will not result in any significant adverse environmental impacts, under Article 8 of the Environmental Conservation Law and Regulations adopted pursuant thereto by the Department of Environmental Conservation of the State (collectively, "SEQRA") which is attached hereto as **Exhibit B**, and

WHEREAS, it is contemplated that prior to taking any action the SLCIDA will (i) accept the Company's application for financial assistance in the form of a Sales and Use Tax Exemption; (ii) accept and adopt findings pursuant to SEQRA affirming the findings of the Village of Canton;

NOW, THEREFORE, BE IT RESOLVED by the members of the St. Lawrence County Industrial Development Agency as follows:

Section 1. The Company has presented an Application in a form acceptable to the SLCIDA. Based upon the representations made by the Company to the SLCIDA in the Company's application, the SLCIDA hereby finds and determines that:

(A) By virtue of the Act, the SLCIDA has been vested with all powers necessary and convenient to carry out and effectuate the purposes and provisions of the Act and to exercise all powers granted to it under the Act; and

(B) The SLCIDA has the authority to take the actions contemplated herein under the Act; and

(C) The action to be taken by the SLCIDA will induce the Company to develop the Project in St. Lawrence County, New York, and otherwise furthering the purposes of the SLCIDA as set forth in the Act; and

(D) The Project will not result in the removal of a civic, commercial, industrial, or manufacturing plant of the Company or any other proposed occupant of the Project from one area of the State of New York (the "State") to another area of the State or result in the abandonment of one or more plants or facilities of the Company or any other proposed occupant of the Project located within the State; and the SLCIDA hereby finds that, based on the Company's application, to the extent occupants are relocating from one plant or facility to another, the Project is reasonably necessary to discourage the Project occupants from removing such other plant or facility to a location outside the State and/or is reasonably necessary to preserve the competitive position of the Project occupants in their respective industries.

Section 2. The SLCIDA has reviewed the SEQR assessment and its findings for the Project and hereby confirms and determines that the Project will not result in any significant adverse environmental impacts.

Section 3. Subject to the execution of an Agency Compliance Agreement and the delivery to the SLCIDA of a binder, certificate or other evidence of liability insurance policy for the Project satisfactory to the SLCIDA, the SLCIDA hereby authorizes the Company to proceed with the undertaking of the Project and hereby appoints the Company, and their respective agents and other designees, as the true and lawful agent of the SLCIDA: (i) to acquire, construct and equip the Project; (ii) to make, execute, acknowledge and deliver any contracts, orders, receipts, writings and instructions, as the stated agent for the SLCIDA with the authority to delegate such agency, in whole or in part, to agents, subagents, contractors, and subcontractors of such agents and subagents and to such other parties as the Company chooses; and (iii) in general, to do all things which may be requisite or proper for completing the Project, all with the same powers and the same validity that the SLCIDA could do if acting in its own behalf.

Section 4. The form and substance of a proposed Agency Compliance Agreement by and between SLCIDA and the Company with respect to the Sales and Use Tax Exemption is hereby approved, and the Chairman, Vice Chairman and/or Chief Executive Officer is authorized to execute and deliver said Agency Compliance Agreement and related documents.

Section 5. The Agency Compliance Agreement shall expire on **June 30, 2027** unless extended pursuant to the terms of the Agency Compliance Agreement.

Section 6. The public hearing, concerning the nature and location of the Facility and the contemplation of the provision of financial assistance is not required;

Section 7. The SLCIDA hereby authorizes the creation, execution and delivery of any and all Lease Agreements along with the issuance of a Payment in Lieu of Taxes agreement to the Company.

Section 8. The officers, employees and agents of the SLCIDA are hereby authorized and directed for and in the name and on behalf of the SLCIDA to do all acts and things required and to execute and deliver all such certificates, instruments and documents, to pay all such fees, charges and expenses and to do all such further acts and things as may be necessary or, in the opinion of the officer, employee or agent acting, desirable and proper to effect the purposes of the foregoing resolutions and to cause compliance by the SLCIDA with all of the terms, covenants and provisions of the documents executed for and on behalf of the SLCIDA.

Section 9. These Resolutions shall take effect immediately.

The question of the adoption of the foregoing resolution was duly put to vote on roll call, which resulted as follows:

ST. LAWRENCE COUNTY INDUSTRIAL DEVELOPMENT AGENCY
PROJECT AUTHORIZING RESOLUTION
 Small City Brewing Company, LLC [*Project Number 4001-26-01*]
 Resolution No. IDA-26-05-xx
May 8, 2026

Member	Aye	Nay	Abstain	Absent
Blevins, Lynn				
Hall, Mark C.				
LaBaff, Ernest				
McMahon, Andrew				
Morrill, Steven				
Reagen, James				
Staples, Brian W.				

The resolution was thereupon declared duly adopted.

EXHIBIT A

1.	Applicant Name/Project Number: Small City Brewing Company, LLC. - Project [#4001-26-01]	
2.	Project Description (the “Project”): Assistance in the form of an exemption from sales and use tax on purchases and rentals of goods and services related to the undertaking of a certain project, as the Company constructs new facilities and makes improvements at <u>110 LAKE STREET, Ogdensburg, NY</u> being more particularly described as TMID No <u>48.078-4-26.1</u> in the City of Ogdensburg, St. Lawrence County, New York, together with new and existing buildings thereon (the “Existing Improvements”) acquisition and construction and, (collectively, the “Improvements”), the acquisition in and around the Land and Improvements and of certain items of equipment and other tangible personal property and equipment (the “Equipment” and, collectively with the Land and the Improvements, the “Facility”).	
3.	Type of Financial Assistance Requested:	Exemption from sales and use taxes on purchases and rentals of goods and services relating to the undertaking of the “Project” as described, above.
4.	Total Amount of Project:	\$650,244
5.	Benefited Project Amount:	\$453,697 (approving up to \$500,000 to account for potential cost increases)
6.	Estimated value of NYS Sales & local sales and use tax exemption to be provided to the Company for this Project:	\$36,296 (approving up to \$40,000 to account for potential cost increases)
7.	PILOT Structure	N/A
8.	Mortgage Recording Tax Exemption	\$3,750 (based on a MRT exemption provided on a maximum mortgage amount of \$500,000)
9.	Full-time Equivalent Jobs to be Retained as a Result of the Project:	0
10.	Full-Time Equivalent Jobs to be Created as a Result of the Project:	(2 FTE)
11.	Expiration of the Financial Assistance:	6/30/2027

SECRETARY’S CERTIFICATION

STATE OF NEW YORK)
COUNTY OF ST. LAWRENCE) SS.:

The undersigned, being the Secretary of the St. Lawrence County Industrial Development Agency, DOES HEREBY CERTIFY THAT:

I have compared the foregoing extract of the minutes of the meeting of the St. Lawrence County Industrial Development Agency (the “Agency”) including the resolution contained therein, held on May 8, 2026 with the original thereof on file in my office, and that the same is a true and correct copy of the proceedings of the Agency and of such resolution set forth therein and of the whole of said original insofar as the same relates to the subject in matters therein referred to.

I FURTHER CERTIFY that all members of said Agency had due notice of said meeting, that the meeting was in all respects duly held and that, pursuant to Article 7 of the Public Officers Law (Open Meetings Law), said meeting was open to the general public, and that public notice of the time and place of said meeting was duly given in accordance with such Article 7.

I FURTHER CERTIFY that there was a quorum of the members of the Agency present throughout said meeting.

I FURTHER CERTIFY that as of the date hereof, the attached resolution is in full force and effect and has not been amended, repealed or modified.

IN WITNESS WHEREOF, I have hereunto set my hand and seal of said Agency this 8th day of May 2026.

Ernest. J. LaBaff