ST. LAWRENCE COUNTY INDUSTRIAL DEVELOPMENT AGENCY
CIVIC DEVELOPMENT CORPORATION

Meeting of March 27, 2026

CALL TO ORDER: Chairman Staples calls the meeting to order at 2:01 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	Absent	Reagen	Present
Hall	Present		

A quorum is recognized.

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

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: None

APPROVAL OF MINUTES: Motion to accept the minutes of the January 27, 2026 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 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. Hall. The motion is approved unanimously.

STAFF REPORT: None

NEW BUSINESS:

Resolution CDC-26-03-01: 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 CDC-26-03-01, seconded by Mr. Morrill. Motion is approved by unanimous vote.

Resolution CDC-26-03-02: 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 CDC-26-03-02, seconded by Mr. Morrill. The motion is approved by unanimous vote.

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

Resolution CDC-26-03-04: Annual Review of the Whistleblower Policy and Procedures: The Governance Committee reviewed the policy and recommends no changes. Mr. LaBaff motions to approve Resolution CDC-26-03-04, seconded by Mr. Morrill. The motion is approved by unanimous vote.

Resolution CDC-26-03-05: 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 CDC-26-03-05, seconded by Mr. Morrill. The motion is approved by unanimous vote.

Resolution CDC-26-03-06: Adopting the 2025 Audit: The final audit was provided to the board for review prior to the meeting. 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. Mr. Morrill motions to approve Resolution CDC-26-03-06, seconded by Mr. Reagen. The motion is approved by unanimous vote.

Annual Reports for PARIS: Mr. Kelly mentions there were a total of eight outstanding bonds that were reviewed with each company. All the required information was compiled, verified, and entered in the state's reporting system and will be posted on the IDA-CDC webpage. Mr. Hall motions to accept the Annual PARIS reports, seconded by Mr. Reagen. The motion is approved by unanimous vote.

Annual Mission and Performance Report and Assessment of Projects: The reporting information in this report reflects that of the Annual Report for PARIS. Mr. LaBaff motions to approve the Annual Mission and Performance Report and Assessment of Projects, seconded by Mr. Morrill. The motion is approved by unanimous vote.

EXECUTIVE SESSION: Mr. McMahon motions for executive session at 2:05 PM to discuss potential litigation, seconded by Mr. Hall. A motion to return to regular session is made by Mr. LaBaff, seconded by Mr. Hall at 2:18 PM. Both motions were approved by unanimous vote.

OLD BUSINESS: None

ADJOURNMENT: A motion to adjourn is made by Mr. LaBaff/Mr. Hall. The meeting adjourns at 2:18 PM by unanimous vote.

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Mr. Ernest LaBaff, Secretary