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. ***The reason for the executive session erroneously not provided during the meeting. At the next meeting of the IDA, the board noted this oversight and added the clarification to these minutes that the purpose of the Executive Session was to discuss financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal or a particular person or corporation.*** 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