



Board Members Present | Christie Andrus-Nakano, Tim Petersen, Shellie Marks, Mick Lehman, Larry Dolhof, Tyler McDonald

Others Present | Brittany Davis, Cheyenne Steria, Jenna Lauraine, Kaylee Tabolt, Ian Gilbert (Ian Gilbert, Attorney at Law), Jerry Haenlin (LCIDA Board Member | National Grid)

- I. Call to Order
 - a. Chairman Tim Petersen called the meeting to order at 10:07am.
- II. Privilege of the Floor
 - a. Brittany Davis noted that Jerry Haenlin, new LCIDA Board Member, is present for this meeting to learn the role of the LCDC.
- III. Minutes for the March 2024 Annual & Regular Board Meetings
 - a. The minutes of the March 2024 Annual & Regular Board Meeting were reviewed by the Board. A motion to approve of the January Regular Board Meeting Minutes was made by Tyler McDonald and seconded by Shellie Marks. All present were in favor and motion carried.
- IV. Financial Reports for January-March 2024
 - a. The financial reports for January-March were reviewed by the Board. Cheyenne Steria discussed notables on the profit and loss and balance sheets. A motion to approve the financial reports was made by Mick Lehman and seconded by Larry Dolhof. All present were in favor and motion carried.
- V. Items for Approval
 - a. Small Things, Big Impacts Fund
 - i. Jenna Lauraine discussed the current status of the Community Economic Development Program, with the closure of the Q1 opportunities, . Brittany Davis noted that Emma Dening, the Naturally Lewis Economic Development Intern, is the owner of Steeple & Hearth, a small website design consulting business. Brittany Davis noted that Emma Dening will no longer be employed with Naturally Lewis, Inc. as of August 2024. Ian Gilbert mentioned that this is a conflict of interest; it is not a conflict that requires progress to be stopped, it is a conflict that requires Board approval based on ethics and morals. Ian recommends that this is a disclosed conflict of interest to the grant recipients and the Board.
 1. A motion to recognize this conflict of interest with Steeple & Hearth, and accept it, moving forward with the grant awards for XYZ businesses was made by Mick Lehman and seconded by Larry Dolhof. All present voted in favor and motion carried.
 - a. Mick, Larry
 2. A motion to approve grant awards for those recommended by the Community Economic Development Program Committee was



made by Shellie Marks and seconded by Tyler McDonald. All present voted in favor and motion carried.

b. Kruger Sale Agreements

- i. Brittany Davis relayed the message that the Kruger Sale Agreement discussion needs to be tabled until a later date. Ian Gilbert discussed that Kruger has identified environmental concerns pertaining to the site and would like to conduct further environmental testing on the site to ensure that they are not purchasing a contaminated site. The Board discussed the potential of this being an additional stall to halt progress on this sale. Ian Gilbert provided that environmental concerns considering the time lapse since the last conduction of environmental testing seem to be legitimate. Christie Andrus-Nakano questioned the May 31, 2024 deadline provided to Kruger to make a decision in regard to the purchase of this site; the Board concluded that this site is undesirable to another company unless they are in this industry. The Board will continue to push Kruger for the May 31, 2024 deadline; the Board will plan to have a last-minute Board meeting around this date.

c. Appoint Tom Kalamas to the Community Economic Development Program Committee

- i. The Board discussed appointing Tom Kalamas, new Lewis County Legislator, to the Community Economic Development Program Committee.
 1. A motion to appoint Tom Kalamas to the Community Economic Development Program Committee was made by Mick Lehman and seconded by Tim Petersen. All present voted in favor and motion carried.

VI. LCDC Report

a. Brittany Davis noted ongoing and upcoming LCDC projects including:

- i. Glenfield School
 1. Glenfield School was not funded by NYS Homes & Community Renewal as they were attempting to craft a creative solution to the Northern New York childcare shortage, requiring two sources of funding to follow through with an innovative solution.
- ii. CDBG Microenterprise Grant Program – Launch Lewis County
 1. The Board discussed the eligibility and requirements of these funds, and the target market for this program.

VII. Discussion Items

a. Lyons Falls Mill Beautification Project – NY Forward Grant Award

- i. Brittany Davis noted that the Lyons Falls Mill Beautification Project was chosen to receive NY Forward Funds in the Village of Lyons Falls.



Cheyenne Steria provided an overview of the project application; there will be an ad hoc committee developed to discuss this development in progress.

- b. Key Work & Mission Statement Work Session
 - i. Brittany Davis led the LCDC Board through a work session to identify the key work and mission statement of the organization.

VIII. Adjournment

- a. A motion to adjourn was made by Mick Lehman and seconded by Shellie Marks. All present voted in favor and motion carried.