

Minutes of the
County of Lewis Industrial Development Agency
October 06, 2016
IDA Office, 7642 N. State St., Lowville, New York

Attendance sheet is attached.

Chairman Rocky Fawcett called the meeting to order at 8:05 a.m.

Privilege of the Floor: Craig Brennan commented on the drought conditions and water shortage in the Village of Copenhagen. The Village has been under a conserve water advisory for the past few months.

The minutes of the September 01, 2016 meetings were approved upon a motion made by Craig Brennan and seconded by Shawn Moshier. Motion carried.

The Financial Report (Balance Sheet, Profit & Loss, & Review of Expenses) for the month of August 2016 were approved upon a motion made by Shawn Moshier and seconded by Joe Lawrence. Motion carried.

Old Business:

- **Business Park** – The Board discussed the shovel ready consulting process and the acquisition of land from the property owner. Bernier Carr and Associates has been selected for the consulting work at a fee of \$55,550. The Board discussed focusing their efforts initially on those activities needed to finalize the property acquisition and hold on activities that are not required for that transaction. Tim Petersen noted that we can make those arrangements. A review of the proposed acquisition of the property was discussed. The issue of acquiring only a portion of the property versus the entire parcel and also the issue of some land not being developable were discussed. The Board wants to ensure we evaluate the final survey prior to finalizing the acquisition.
A motion to authorize signing a contract with Bernier Carr and Associates for shovel ready certification consulting with modification to engage services in a prioritized approach was made by Craig Brennan and seconded by Gary Herzig. Motion carried. Jared Thisse abstained from vote.
- **Economic Development Reserve** – Limited activity in the past month. We do have a request to the County for \$550,000 of funding for 2017 and that request is being considered during budget deliberations.
- **Own Energy Update** – Own Energy's project start will be delayed and the company has requested the IDA consider modifying the payment schedule for their project fees. The modification would delay the second and third payments until start of construction. The Board reviewed Attorney Tom Company's written opinion on this request and discussed the situation. Chairman Rocky Fawcett requested the board's opinions and the board unanimously confirmed the IDA would offer no modification and the original fee schedule approved still applies.

- **Strategic Plan Update** –Tim Peterson has scheduled a meeting on October 19 with an ad hoc committee to review the economic development strategic plan. This plan will be utilized to provide direction and guide our overall economic development activities and resources.

New Business:

- **Uniform Tax Policy** – A draft copy of an amended Uniform Tax Policy has been provided to the board for their review. The Board requested that our fee schedule also be reviewed. We will consider the draft UTEP for approval at the November meeting. Other general IDA policies are also being reviewed for updates.

Executive Directors Report

- The NCREDC process has wrapped up. Announcement of priority projects should be made soon and Lewis County will have multiple projects selected.
- Mr. Virkler noted that the LCIDA has an option agreement with Black Moose Development regarding the steel building on the Lyons Falls mill site. The option agreement expires in October 2016 and would allow the LCIDA to purchase the building at fair market value. The Board discussed this and will ask the LCDC to extend this option.
- Mr. Virkler noted discussion with the County to utilize Marketing Specialist Brittany Berrus to work with County IT Director on website and social media activities for the County. The Board is interested in pursuing this given a structure where the Marketing Specialist remains a IDA staff member and we contract services to the County.

Next Meeting: November 03, 2016

A motion to adjourn the meeting was made by Craig Brennan and seconded by Jared Thisse. Motion carried and meeting adjourned at 9:45.

Respectfully submitted,

Christina Schneider
Secretary/Treasurer

County of Lewis IDA
Board Meeting
Thursday, October 08 2016

Please Sign In		
	Name	Affiliation
1	Craig Bremner	IDA
2	Chadron Schneider	IDA
3	Rocky FANCET'S	IDA
4	JOE LAWRENCE	IDA
6	Brittany Bens	IDA
6	Gary Herzi	IDA
7	Tim Petersten	IDA
8	Shawn Maki	IDA
9	Sarah Thirre	IDA
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