



Minutes of the
County of Lewis Industrial Development
Agency
November 03, 2016
IDA Office, 7642 N. State St., Lowville, New
York

Attendance sheet is attached.

Chairman Rocky Fawcett called the meeting to order at 8:03am.

Privilege of the Floor: Marguerite Wells from Invenergy was introduced by Eric Virkler. Marguerite is the New York Developer for Resolutionwind and Invenergy for the Number Three Wind Project.

The minutes of the October 06, 2016 meetings were approved upon a motion made by Gary Herzig and seconded by Craig Brennan. Motion carried.

The Financial Report (Balance Sheet, Profit & Loss, & Review of Expenses) for the month of September 2016 were approved upon a motion made by Craig Brennan and seconded by Jared Thisse. Motion carried.

Old Business:

- **Business Park** –We are finalizing a contract with Bernier Carr and Associates and they have started offsite activities and are waiting to access the property for site work.
- **Economic Development Reserve – Lyons Falls Mill** – Eric Virkler presented a summary of the Economic Development Reserve fund to the board. Included in the budget for 2016 is funding for the ongoing work at the Black Moose Commerce Park. Mr. Virkler requested funding be released to the LCDC for this project.
A motion to release funding in the amount of \$100,000 from the Economic Development Reserve fund, to the LCDC for contributing to the development and demolition of the Lyons Falls Mill was made by Craig Brennan and seconded by Shawn Moshier. Attorney Company will work on a legal documentation of this contribution. Motion carried.
- **Strategic Plan Update** – Tim Petersen held a meeting with the Strategic Planning Committee. A report will be presented at the next meeting.
- **Uniform Tax Policy** – A draft copy of the proposed Uniform Tax Policy was presented to the board for their review. The purpose of this policy is outline our standard process for applicants for real property tax abatements and exemptions from sales, use and mortgage recording taxes.

The Board reviewed three documents related to the policy: the Policy, a Criteria and Process description, and an analysis of IDA Fees. After discussion, the board recommends eliminating the Schedule A for higher impact projects and they also would like to review similar policies from other county IDA's. There

was discussion over projects that deviate from the standard policy. The Board would like to table this discussion and continue to review the draft policy.

- **Lowville Producers Co-Op** – Given the increase in milk volume at the Lowville Producers Co-Op, they will be acquiring a second item of laboratory equipment. LPDC has applied for a sales tax exemption. The Board reviewed a summary of this project and its economic impact. It is expected to increase employment at LPDC by two to three positions over the next year.

A motion to approve the Sales Tax Exemption to the Lowville Producers Co-Op was made by Tina Schneider and seconded by Craig Brennan.

Attorney Campany noted that our policy is for the applicant to pay legal fees to prepare the agreement and tax forms. Motion carried.

New Business:

- **Future Wind PILOT's** – The Board discussed upcoming negotiations with wind development companies that have new projects underway. Attorney Tom Campany suggested contacting Shawn Griffin from Harris Beach to seek additional guidance on structure of PILOT agreements.
- **Small Business Loan Application** – The Loan Committee met this past week to discuss two applications. An application requesting \$25,000 continues to be reviewed by the committee. The second application was incomplete and Eric Virkler will work with the business to determine moving ahead.

Executive Directors Report:

- Mr. Virkler noted he is looking into options to allow local energy producing companies to sell energy to an intermediary to be purchased by local companies or organizations.
- Eric Virkler requested an Executive Session to discuss personnel matters related to specific compensation.

A motion to go in to Executive Session was made by Craig Brennan and seconded by Jared Thisse. Motion carried.

A motion to leave Executive Session was made by Craig Brennan and seconded by Jared Thisse. Motion carried

- Action taken while in Executive Session: A motion to authorize increasing the Marketing Specialist position to a full time status was made by Jared Thisse and seconded by Craig Brennan. The Board requested Mr. Virkler update the job description and provide an outline of benefits and other relevant information. Motion carried.

Next Meeting: December 01, 2016

A motion to adjourn the meeting was made by Craig Brenna and seconded by Shawn Mosher. Motion carried and meeting adjourned at 10:05am.

Respectfully submitted,

Christina Schneider
Secretary/Treasurer

County of Lewis IDA
Board Meeting
Thursday, November 03, 2016

Please Sign In		
	Name	Affiliation
1	Rocky Fawcett	IDA
2	Shrad Thizzo	IDA
3	Allyson De	IDA BOC
4	Chitra Schmidt	IDA
5	Tom Campsey	IDA
6	Gary Herzig	IDA
7	Larry Doktor	C.E.
8	Shaw Mathis	IDA
9	Liz Swearingin	LC
10	Algerik Wells	Inventory
11	Andy Schell	T/Lexville
12	Joe Lawrence	IDA
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