

- I. Call to Order
 - a. Tim Petersen called the meeting to order at 10:02am.
- II. Minutes of the **November Regular Board Meeting**
 - a. A motion to approve of the **November Regular Board Meeting Minutes** was made by Eric Virkler and seconded by Mick Lehman. All present voted in favor and motion carried.
- III. Financial Reports
 - a. Trish Michael presented the LCDC and Black Moose
 - i. A motion to approve of the **November 2024 LCDC & Black Moose Financial Reports** was made by Tyler McDonald and seconded by Mick Lehman. All present voted in favor and motion carried.
- IV. Items for Approval
 - a. Community Economic Development Program
 - i. Jenna Lauraine presented on the Community Economic Development Committee's December 2024 meeting, including Vacant Property Revitalization and Small Things, Big Impacts Fund awards. In Vacant Property Revitalization funding, the Committee recommends funding:
 1. Old Croghan Engine House | \$84,000
 2. Omnia Advanced Materials, LLC. | \$100,000
 - ii. Jenna Lauraine noted that the two unfunded projects of the County of Lewis IDA and Glenfield School are being rolled over into the 2025 program year for reevaluation.
 1. A motion to approve was made by Tim Petersen and seconded by Terry Thisse. All present voted in favor and motion carried.
 - b. Business Retention Fund
 - i. Brittany Davis noted the development of the Business Retention Fund, which is a result of the November LCDC Board Meeting where the Board considered the \$50,000 ask from QubicaAMF to Lewis County. Brittany Davis noted a conversation with another manufacturer facing a \$150,000 DEC mandate, proving a need for this fund in the community.
 1. A motion to approve of the Business Retention Fund was made by Larry Dolhof and seconded by Eric Virkler. All present voted in favor and motion carried.
 - c. Appointment of Jasmine Coffman to the Board
 - i. Tim Petersen and Brittany Davis provided a background of Jasmine Coffman, a former Chamber of Commerce Board Member. Brittany Davis noted that

there are no banking representatives on any of the economic development boards, and this is an important inclusion.

1. A motion to appoint Jasmine Coffman to the Board and Loan/Grant Committee was made by Mick Lehman and seconded by Terry Thisse. All present voted in favor and motion carried.
- ii. Larry Dolhof nominated Michelle Ledoux to the LCDC Board of Directors. Larry Dolhof noted that Michelle Ledoux is on the Regional Economic Development Board and could promote Lewis County at a higher level.
 1. A motion to appoint Michelle Ledoux to the LCDC Board of Directors was made by Larry Dolhof and seconded by Eric Virkler. All voted in favor and motion carried.

V. LCDC Report

- a. Brittany Davis noted updates on the Lyons Falls Mill Site, Mohawk Valley Brownfield Summit, Lyons Falls School, and CEDP Programs.
 - i. Cheyenne Steria provided a short overview of the Naturally Lewis, Inc. Property & Site Development Plan, which connects to the Mission and Key Work of the LCDC. The Plan includes picking off the low-hanging fruit; Eric Virkler added how important it is that this Plan involves working with municipalities that want to see community growth. Cheyenne Steria added that from experience, it is a foundational facet of this plan to be sure we are not "putting the cart before the horse." Larry Dolhof asked Cheyenne Steria if conversations with municipalities to discuss property and site development have started. Cheyenne Steria confirmed that these conversations are happening organically from the municipalities that want to see growth. Larry Dolhof noted that Lyons Falls is interested in developing land near their water tower; Cheyenne is conducting research on that property now and will present on it to the Naturally Lewis, Inc. Property & Site Development Committee. Cheyenne Steria noted that of the 100+ acre lot, only ~20 acres of that site are suitable for development. Cheyenne Steria presented current pipeline projects. Larry Dolhof questioned Cheyenne Steria on the role of the LCDC and Naturally Lewis, Inc. in property and site development, and who the lead is on the identified pipeline projects. Larry Dolhof revisited the Lyons Falls site near the water tower, questioning if they should look for a site developer or wait for an economic development entity to take the lead. Cheyenne Steria noted that she will work on developing a "flow" for how to work with Naturally Lewis, Inc. when you would like to

acquire an available property as a community. Tim Petersen, from a greenfield perspective, noted that the LCDC should consider putting an option to purchase available sites on identified sites after an analysis to be sure that we are not missing opportunities. Brittany Davis supported previous Board statements that working with communities that are willing to be worked with are important. Brittany Davis added that staff has reviewed the 2014 site analysis' from Eric Virkler's time as Executive Director. Brittany Davis added that economic development efforts in the past to do the "big project" like a Commerce Park have failed and the Boards have had lengthy conversations about shifting the mindset to develop things the community is showing a need for, rather than things we think they need. Eric Virkler added that Cheyenne's job is property and site development therefore this conversation and the Board level is micro-managing the Director of Development. Brittany Davis and Cheyenne Steria thanked the Eric Virkler and the Board for their trust.

VI. New Business

- a. EPA Coalition Grant Partnership with Herkimer County IDA
 - i. Brittany Davis informed the Board of the ongoing partnership with the Herkimer County IDA, HRP Associates, and environmental attorney that specializes in developing brownfield sites.
- b. Lyons Falls Mill Site
 - i. Brittany Davis and Cheyenne Steria provided the current status and next steps of the Lyons Falls Mill Site. Larry Dolhof sought clarification on the Lyons Falls Mill Site "clean bill of health." Brittany Davis clarified that there is DEC sign off for one portion of one petroleum spill, not the entire Mill Site. Brittany Davis further clarified that from the gridlock with Kruger we are confident moving forward by marketing this site as a brownfield to developers that are prepared for potential environmental challenges. Larry Dolhof questioned the Lyons Falls Mill Site's Brownfield status.
- c. Naturally Lewis, Inc. Strategic Plan
- d. McRez Meat Packing Project
 - i. Larry Dolhof added that the Town of Lyonsdale is at a point where they have to approve this project. Larry Dolhof is questioning the readiness and preparedness of the involved entities and partners to file a lawsuit against the Town of Lyonsdale for misconduct and discrimination is necessary.

VII. Adjournment



Lewis County Development Corporation
Regular Board Meeting **Minutes**
January 9, 2025 | 10am
Lewis County JCC Education Center | Lowville, NY

- a. A motion to adjourn was made by Tyler McDonald at 11:06am and seconded by Larry Dolhof. All present voted in favor and motion carried.