

Mission: The mission of the County of Lewis IDA is to stabilize, strengthen and grow communities through strategic community partnerships, innovative incentive programs, responsible leverage of our financial resources and thoughtful policy development to advance economic growth and a brighter and more inclusive future for all.

Board Members Present: Herb Frost, Gerald Haenlin, Darlene Rowsam, Gagan Singh, Jessica Moser (joined at 8:37am)

Board Members Absent: Joe Lawrence (Excused)

Others Present: Joanne Witt, Tim Hunt, Casandra Buell, Kristen Aucter, Keely Marriott, Amy Hawthorne, Jenna Lauraine, Roxanne Turck, Megan Marolf

I. Call to Order

- a. Meeting called to order at 8:32am by Gagan Singh.

II. Privilege of the Floor

- a. Introduction of new Naturally Lewis staff: Roxanne Turck as the Economic Development Specialist and Keely Marriott as the Director of Development.

III. Minutes

- a. A **motion to approve the Board Meeting Minutes from February 5, 2026**, was made by Darlene Rowsam and seconded by Herb Frost. All present voted in favor and the motion carried.
- b. A **motion to approve the meeting minutes from February 18, 2026, Special Board Meeting** was made by Gerald Haenlin and seconded by Herb Frost. All present voted in favor and the motion carried.

IV. Financial Reports

- a. Megan Marolf gave an overview of the financial reports. Highlighted items: payments to go out; reviewed with the Board Commerce Park liquidity and what is currently committed. 930 K is currently available as a liquid asset.
- b. A **motion to approve the financial reports** was made by Herb Frost and seconded by Jessica Moser. All present voted in favor and the motion carried.

V. Items for Approval

a. MPI Equipment leaseback Lien on Property

- i. Megan Marolf reviewed for the Board the current terms of the lease. The suggestion is to put a lien on the property. Naturally Lewis staff can reach out to our attorney to identify more options. Refinance is a possibility of the commercial loan. A secondary loan may increase financial risk as the accounts are settled in the future. Presently, this is a lien free property. Further discussion is warranted to allow the IDA to consider all options. A lien would cover the risk of the loan. UCC filing is possible against the equipment. Megan Marolf will create a contract with our attorneys for the IDA Board to issue an official vote and resolution. A **motion to put a lien on the property, including the incurred fees**, was made by Herb Frost and seconded by Jessica Rowsam. All present voted in favor and the motion carried. The lease may prevent McRez from securing loans outside of our approval – this required an updated contract.

b. IDA Revolving Loan Fund to LCDC

- i. Megan Marolf discussed the terms of the loan and possible options. Can request UDSA to release funds. LCDC took over the county funds and uses them as a small business fund. 98K could be used best by LCDC in partnership with DANC. IDA needs to approve the transfer of funds before we can move the funding to LCDC. The funds are fully revolved, opening new options for being available up to 50K, rather than 20K. 98K at .013% interest.

1. A **motion to approve transfer of revolving loan funds from the IDA to the LCDC** was made by Herb Frost and seconded by Jerry Haenlin. All present voted in favor and the motion carried.

VI. Executive Director's Report

- a. Current projects may be sold due to local changing agreements and provisions. Rights should remain as stated and enforced via contract provisions. Discussion

will continue with Naturally Lewis and members of various committees and county representatives.

b. Board Member recruitment

- i. Discussions continue around several candidates. Moving toward the official approval process with candidates, will update the Board at the next Board meeting.

c. 2025 Annual Report

- i. Review of the annual report.

VII. Correspondence

a. Community Bank offer letter

- i. Money Market discussion regarding our Community Bank interest. Megan Marolf will follow up with questions; further discussion needed to determine the IDA's best path forward regarding protection, transactions, transfers and rates. **A possible resolution may be presented at the next Board Meeting.**

VIII. Items for Discussion

a. Site Identification for Business Park

- i. Meetings continue monthly. The plan is established, with a project management tool, and there are ongoing conversations within the Property and Site Development Committee and among Naturally Lewis staff. Darlene Rowsam asks if we are going to pursue, invest, and ultimately abandon some of these sites as we have done in the past. Which entity decides who owns which project and where the funding is sourced is under discussion. Darlene asks what the IDA's role is and how the IDA will be involved/considered. **Future conversations will establish a workflow and areas of responsibility.**

b. EPI Battery Storage in Town of Greig

- i. Megan Marolf attended a moratorium meeting. The town is evaluating risks and potential benefits. Discussions continue around possible fire, soil and water contamination hazards. Need to update Comprehensive Plan and the County is providing support in terms of education and legal direction. No action is needed from the IDA Board at this time. The community needs more education and time to receive town approval. Dependent on NYSERTA funding.
 - c. MPI PILOT has been filed
 - i. PILOT has been filed. Updates are upcoming.
 - d. Redemption Center
 - i. Updates on the process: the owner is discussing options. Megan Marolf is in discussion and continued planning phase. Updates will be shared with the Board when available.
 - e. Naturally Lewis Building/DRI
 - i. Working with BCA, completing forms through the State. In process, there will be more discussion to follow.
 - f. Second Place Brewing
 - i. The business has connected with Jenna Lauraine to make progress on a viable business plan. The Board has seen progress made through social media, fundraisers, and local business connections. Working on grants through the LCDC to support specific business endeavors. Possible location for future Food Truck Friday. Expecting payments by May 2026. Moving forward: a standard business plan including financing strategies and disclosures and a standard real estate purchase form with established timelines.
- IX. Adjournment
- a. A motion to adjourn the meeting was made by Darlene Rowsam at 9:52am and seconded by Herb Frost. Meeting adjourned.



County of Lewis IDA
Regular Board Meeting **Minutes**
March 5, 2026 | 8:30am – 9:45am
Lewis County JCC Education Center | Lowville, NY

Next Meeting: LCIDA Regular Board Meeting – April 2, 2026 – 8:30am – LCJCC Education Center
(Conference Room)