



**Minutes** of the  
County of Lewis Industrial Development Agency  
March 5, 2020  
7840 State Route 26  
Lowville, New York

Chairman Joseph Lawrence called the meeting to order at 8:04am.

**Board Members Present:** Joseph Lawrence, Jared Thisse, Gagan Singh, Ron Burns, Darlene Rowsam, Thomas Gillette, Gerald Cayer (8:44).

**Board Members Excused:**

Others Present: Brittany Davis, Cheyenne Steria, Larry Dolhof, Ryan Piche, Kevin McArdle (8:32)

**Privilege of the Floor:**

- The Board called Robert Charlebois of Duke Energy who gave a summary of the proposed 20MW(DC) solar project in the Town of Leyden for which they are seeking a PILOT agreement.

**Executive Director's Report:**

- Brittany Davis reviewed her previously distributed Interim Director's Report, highlighting the upcoming Business After Hours, the JCC Annual Lewis County Survey and the recent Article 10 process amendment.
  - The Board would like staff to work on a commercial scale solar policy in alignment with Lewis County policy, as that develops. The County Manager was supportive of this direction as well.

**Correspondence:**

- Correspondence was distributed from NNY Community Foundation praising the last Business Leaders Breakfast, regarding the Local Government Conference on 3/26/20, Business Leaders Breakfast Survey Responses and a FOIL request.

**Items for Approval**

- **The minutes** of the February 6, 2020 meeting were approved upon a motion made by Gagan Singh and seconded by Ron Burns. All present were in favor and the motion carried.
- Notes from the February 25, 2020 **Finance Committee** were reviewed.
- **January Financial Reports** were presented and approved upon a motion by Gagan Singh and seconded by Jared Thisse. All present were in favor.
- Signing of a contract with **LCDC** for their **administrative** needs was approved upon a motion by Tom Gillette and seconded by Ron Burns. All present were in favor.
- Committee appointments were made as follows:
  - Governance Committee – Gerald Cayer (chair), Darlene Rowsam, Ron Burns
  - Finance Committee – Tom Gillette (chair), Jared Thisse, Gagan Singh
  - Audit Committee – Jared Thisse (chair), Joseph Lawrence, Tom Gillette

- Loan Committee – Gagan Singh (chair), Kevin Kent, Emily Philippe, Gerald Haenlin, Shawn Mosher
- The appointments were approved upon a motion by Ron Burns, seconded by Darlene Rowsam. All were in favor and the motion carried.
- The Board approved signature of a three year MOU with **Drum Country** with funding at \$5,000 per year contingent upon verbiage updates to the MOU. The Board would like a quarterly update from Drum Country regarding deliverables to Lewis County. The motion was made by Gerald Cayer and seconded by Jared Thisse. All were in favor and the motion carried.

#### **Agenda Items for the Month**

- Staff gave an update on **debt recapture** efforts related to NRG Group and BarkEater Brewing. Discussion of the litigation was tabled pending Executive session.
- The Interim Executive Director gave an update on staff's efforts to ensure **ABO Compliance**.
- The **Annual Acknowledgement of Fiduciary Duty** was completed by the remaining two Board members.
- An update was given on the status of the IDA's lease for their current space as well as potential future **properties**. The Board is in favor of working cooperatively with the County on a future home for Economic Development. The Board would also like staff to inquire on the potential for a lease extension.

#### **Executive Session:**


- The Board entered into Executive Session to discuss PILOT negotiations surrounding the Duke Leyden Solar project, debt recapture litigation and personnel matters at 9:24am upon a motion by Jared Thisse, seconded by Ron Burns. All present were in favor and the motion carried.
- Executive Session was closed at 10:30am upon a motion by Darlene Rowsam, seconded by Tom Gillette. All present were in favor and the motion carried.
- No action was taken in Executive Session.

#### **Upcoming Meetings:**

- Strategic Planning Phase II Session 1 – March 11, 2020 – 8:30-11:30AM
- Strategic Planning Phase II Session 2 – March 18, 2020 – 1:00-4:00PM
- Governance Committee – **March TBD, 2020 – 9 AM**
- Finance Committee – **March 24, 2020 – 8:30 AM**
- Regular Board Meeting – **April 2, 2020 – 8 AM**

**A motion to adjourn was made at 10:31 by Gerald Cayer, seconded by Gagan Singh and approved.**

**Respectfully submitted,**

  
**Cheyenne Steria**  
**Secretary/Treasurer**