

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.

- I. Call to Order 8:15AM
 - II. Privilege of the Floor
 - III. Minutes for June 5, 2025 Board Meeting & Annual Meeting
 - IV. Financial Reports for May 2025
 - V. Items for Approval 8:30AM
 - I. Authorize the IDA to enter into Contract with Empire State Development Relating to Village of Lowville DRI – Mandeville Studios Building Project
 - II. Finance Committee Recommendations for Review
 - i. Black River Valley Natural Installment Sale
 - 1. Terms & Conditions, Estimate
 - 2. RESOLUTION AUTHORIZING THE AGENCY TO EXECUTE THE PURCHASE AGREEMENT (for a refrigerated van not to exceed \$30,000.00, subject to the Board’s final approval of the vehicle), INSTALLMENT SALE AGREEMENT or LEASE AND RELATED DOCUMENTS WITH RESPECT TO THE PURCHASE OF ASSETS FOR THE BENEFIT OF BLACK RIVER VALLEY NATURALS TO INCREASE PRODUCT DELIVERY EFFICIENCY.
 - ii. McRez Meat Packing LLC Public Hearing Resolution
 - 1. Cost Benefit Analysis
- VI. IDA Report
- VII. Correspondence
- VIII. Items for Discussion 9:00AM
 - I. Appraisal Cost for former HDK Property in Harrisville
 - II. Second Place Beer Co Update
 - III. ED Resignation effective July 31
- IX. Executive Session



County of Lewis IDA
Regular Board Meeting **Agenda**
July 3, 2025 | 8:15am – 9:45am
Lewis County JCC Education Center | Lowville, NY

I. Legal Advice

X. Adjournment

9:45AM

Next Meeting:

LCIDA Regular Board Meeting – August 7, 2025 – 8:15am – LC JCC Education Center
(Boardroom)



Present: Joe Lawrence, Gagan Singh, Herb Frost, Jerry Haenlin, Darlene Rowsam

Others Present: Eric Virkler (Lewis County), Candace Randall (Campany, McArdle & Randall), Brittany Davis, Trish Michael, Cheyenne Steria, Kaylee Tabolt, Cheryl Sanders

I. Call to Order

- a. Chairman Joe Lawrence called the meeting to order at 8:30am.
- b. Chairman Joe Lawrence read the mission statement of the County of Lewis IDA.

II. Minutes for the March 2025 Regular Board Meeting

- a. The board reviewed and discussed the March 2025. A motion to approve the minutes of the **March 2025 Regular IDA Board Meeting** was made by Herb Frost and seconded by Jessica Moser. All present voted in favor and motion carried.

III. 2025 Financials

- a. The Board reviewed and discussed the previously distributed **February, March, and April 2025 Financial Reports.**
 - i. A motion to approve the previously distributed **February, March, and April 2025 Financial Reports** was made by Jerry Haenlin and seconded by Herb Frost. All present voted in favor and motion carried.

IV. Items for Approval

- a. Lewis County IDA Community Development Corporation Dissolution
 - i. The Board discussed the Lewis County IDA Community Development which was created in the late 1900s and has been inactive since.
 1. A motion to dissolve the Lewis County IDA Community Development Corporation was made by Jerry Haenlin and seconded by Herb Frost. All present voted in favor and motion carried.

2. Roll Call:

Gagan Singh - YES

Herb Frost - YES

Jerry Haenlin - YES

Joe Lawrence - YES

Jessica Moser - YES

Darlene Rowsam - YES

McKenzie Lehman – YES

- b. Investment Reports
 - i. The Board reviewed the previously distributed **Investment Reports**.
 - 1. A motion to approve the **Investment Reports** was made by Jerry Haenlin and seconded by Jessica Moser. All present voted in favor and motion carried.
 - ii. Jerry, Jessica
- c. Quarter 1 Installment Sale Report
 - i. The Board reviewed and discussed the previously distributed **Quarter 1 Installment Sale Report**. Gagan Singh noted the Finance Committee discussion. Gagan Singh and Jessica Moser noted the continual lapsed payments of Second Place Beer Co. and the need for staff to address this. Trish Michael noted that the lapsed payments are regular and there are not missing payments, so a conversation rather than formal correspondence could be productive and approachable. Jessica Moser concluded that staff should send correspondence to Second Place Beer Co. to show that the Board has noticed they are lapsed.
 - 1. A motion to approve of the previously distributed **Quarter 1 Installment Sale Report** was made by Herb Frost and seconded by Jerry Haenlin. All present voted in favor and motion carried.
- d. Policies
 - i. The Board reviewed and discussed the previously distributed **Policies for Readoption**.
 - 1. A motion to readopt the **Annual Project Assessment Policy, Board of Directors Duties & Responsibilities, Code of Ethics, Compensation & Attendance Policy, Conflict of Interest Policy, Defense & Indemnification Policy, Extension of Credit Policy, Freedom of Information Law, Project Recapture & Termination Policy, Travel Policy, Uniform Project Evaluation Policy, and Whistleblower Policy** was made by Jerry Hanelin and seconded by Jessica Moser. All present voted in favor and motion carried.
- e. IDA Report

- i. Brittany Davis presented notable items from the monthly IDA Report
- ii. including potential large projects and legislative updates at the state-level.

V. Items for Discussion

a. MA&N Lease – Expiring 12/31/2025

- i. Cheyenne Steria provided the Board with an overview of the MA&N Lease which expiring on 12/31/2025. Cheyenne Steria noted that there is no benefit to the IDA and our economic development partners across Lewis County have no benefit from this Lease being extended. The Board discussed the lack of alignment with this Lease with the organization’s mission statement as there is no economic benefit. The Board would like this lease to expire on 12/31/2025.

b. AES Sugar Maple

- i. Cheyenne Steria updated the Board on conversations with affected taxing jurisdictions associated with the AES Sugar Maple solar project. The Board discussed how much they’re comfortable negotiating with AES. Joe Lawrence and other Board members stated that they are not willing to negotiate. Jerry Haenlin questioned how Jefferson County is approaching this project for their PILOT. Herb Frost added that he thinks the total cost should be higher than the provided \$6,458. Jow Lawrence added that it is within the means of the IDA to evaluate the benefit to the community. Joe Lawrence added that if this is an agri-voltaic project, he would like to see a partnership between this project and MPI, a local USDA meat plant starting up in Lyonsdale.

- c. Herb Frost questioned if the Board would be interested in conducting an appraisal on the former HDK/Geiterdone site. The Board discussed the benefits of this appraisal and would like an appraisal for review at the July IDA Board Meeting.

VI. Adjournment

- a. A motion to adjourn was made at 9:15am by Jerry Haenlin and seconded by Herb Frost. All present voted in favor and motion carried.

Present: Joe Lawrence, Gagan Singh, Herb Frost, Jerry Haenlin, Jessica Moser

Others Present: Eric Virkler (Lewis County), Candace Randall (Campany, McArdle & Randall), Brittany Davis, Trish Michael, Cheyenne Steria, Kaylee Tabolt, Cheryl Sanders

- Call to Order
 - o Chairman Joe Lawrence called the meeting to order at 8:23am.
 - o Chairman Joe Lawrence read the mission statement of the County of Lewis IDA.
- Review ByLaw
 - o The Board reviewed and discussed the previously distributed LCIDA Bylaws.
 - ☐ A motion to adopt the bylaws was made by Jerry Haenlin and seconded by Herb Frost.
- Appointment of Officers
 - o Joe Lawrence presented the current officer slate for the IDA Board.
 - ☐ A motion to approve of the slate of officers was made by Jerry Haenlin and seconded by Jessica Moser. All present voted in favor and motion carried.
- Appointment of Committees and Committee Chairs
 - o Joe Lawrence presented the current officer slate for the IDA Board.
 - ☐ A motion to approve of the Governance Committee was made by Gagan Singh and seconded by Jerry Haenlin. All present voted in favor and motion carried.
 - ☐ A motion to approve of the Finance & Audit Committee was made by Jerry Haenlin and seconded by Jessica Moser. All present voted in favor and motion carried.
 - ☐ A motion to approve of the Projects Committee was made by Herb Frost and seconded by Gagan Singh. All present voted in favor and motion carried.
- Check Signers
 - o The Board discussed the authorizing the Contracted Executive Director, Chair, and Vice Chair as check signers.
 - ☐ A motion to authorize the Contracted Executive Director, Chair, and Vice Chair as check signers was made by Jerry Haenlin and seconded by Herb Frost. All present voted in favor and motion carried.



- Mission
 - o The Board discussed the mission statement of the IDA.
 - A motion to readopt the mission statement was made by Herb Frost and seconded by Jerry Haenlin. All present voted in favor and motion carried.
- Adjournment
 - o Joe Lawrence thanked the Board for another productive year and the efforts to continue growth
 - o A motion to adjourn was made by Herb Frost and seconded by Jessica Moser. All present voted in favor and motion carried.

Expenses by Vendor Summary

Lewis County IDA

May 1-31, 2025

VENDOR	TOTAL
Company, McArdle & Randall, PLLC	47,738.66
Camoin Associates	1,916.50
North Country CPAs	749.41
Mount Vernon Fire Insurance Company	447.60
The Farmhouse Boutique	350.00
Bowers & Company CPA's PLLC	210.00
Walmart	31.01
TOTAL	\$51,443.18

Profit and Loss

Lewis County IDA

May 1-31, 2025

DISTRIBUTION ACCOUNT	TOTAL
Income	
3022 Interest Income	0
3020 IDA - Bank Accounts Interest	14,527.63
3091 IDA - Installment Sale Interest Income	\$2,766.00
Total for 3022 Interest Income	\$17,293.63
Total for Income	\$17,293.63
Cost of Goods Sold	
Gross Profit	\$17,293.63
Expenses	
3074 Economic Development Expense	\$1,916.50
3074-2 Property Acquisition	47,738.66
Total for 3074 Economic Development Expense	\$49,655.16
3075 Agency Exp	0
3223 Accounting	959.41
General & Admin	\$31.01
Total for 3075 Agency Exp	\$990.42
3504 Harrisville Bank Property Expenses	350.00
Occupancy	0
3300 Insurance	447.60
Total for Occupancy	\$447.60
Total for Expenses	\$51,443.18
Net Operating Income	-\$34,149.55
Other Income	
Other Expenses	
Net Other Income	0
Net Income	-\$34,149.55

Balance Sheet

Lewis County IDA

As of May 31, 2025

DISTRIBUTION ACCOUNT	TOTAL
Assets	
Current Assets	
Bank Accounts	
Cash-Petty Cash	50.00
IDA CD 1M - x0868	1,016,918.37
IDA CD 500K - x0867	509,099.33
IDA Checking x1214	26,248.60
IDA Micro Rev Loan x2054 CLOSED	
IDA Money Market x1248	420,489.34
IDA USDA Loan Fund x1511	98,554.34
NYCLASS	1,379,163.02
Total for Bank Accounts	\$3,450,523.00
Accounts Receivable	
1101 Account Receivable	
Total for Accounts Receivable	0
Other Current Assets	
1090 Undeposited Funds	
1150 Interest Receivable	
1165-01 Lease Receivable - 2nd Place Brew Equip	130,038.35
1166-01 Installment Sale - 2nd Place Property	96,838.56
1169 Lease Receivable - BRVN Equip	10,701.25
1171 Loan Receivable Snow Ridge	
1172 Lease Receivable - Snow Ridge Groomer 1	91,983.65
1173 Lease Receivable - Snow Ridge Groomer 2 (2025)	122,574.96
1176 Loan Receivable - Tack Shack	
1178 Loan Receivable - Tug Hill AR	12,671.26
1179 Allowance for Loan Loss	-41,322.70
1200 Prepaid Insurance	
Total for Other Current Assets	\$423,485.33
Total for Current Assets	\$3,874,008.33
Fixed Assets	
	0
Other Assets	
1950 Purchase Option Real Est	
1952 Projects in Progress	0
1980 PILOT Admin Fee Installment	404,234.00
Total for Other Assets	\$404,234.00
Total for Assets	\$4,278,242.33
Liabilities and Equity	
Liabilities	
	0
Equity	
	\$4,278,242.33
Total for Liabilities and Equity	\$4,278,242.33

Members Present – Joe Lawrence, Jerry Haenlin, Mckenzie Lehman

Others Present – Rez Abdelrahman

Staff Present – Cheyenne Steria, Brittany Davis

- McRez Meat Packing Incentive Application
 - Dr. Rez provided an overview of his project and its status. McRez Meat Packing LLC just received site plan approval from the Town of Lyonsdale, and is finally able to work on financing to get the project over the finish line.
 - Utilities have been completed on site, except for the wastewater treatment. The town requires a full wastewater treatment plant (starting with a smaller unit).
 - McRez is asking the IDA to consider various tax incentives to assist with his project to make it happen.
 - Cheyenne walked the committee through the history of the project and property – the IDA acquired the ReEnergy property in 2019, and went through an RFP process to solicit developers. McRez was the best project based on economic impact. The site plan took 3-4 years, and now, McRez is asking for a PILOT, sales tax incentive and mortgage recording tax exemption and an installment sale on the wastewater treatment.
 - McRez has a Vacant Property Revitalization Grant Award through the LCDC, to which some of the attorney fees, engineering fees, etc that were incurred due to site plan approval delays could be reimbursed.
 - Cheyenne walked the committee through the incentives as presented in the Cost Benefit Analysis:
 - Benefit would fall in Schedule 2 in the LCIDA UTEP.
 - Sales Tax Incentive application was submitted in 2022, and that incentive can be retroactive to when the application was used.
 - Any other incentive would be from when the incentive application is approved in 2025 and forward.
 - The benefit to the community will be in job creation, but McRez should be conservative in those job creation numbers.
 - The committee is in support to continue to refine and dig into the incentives to help the project continue into the future.

- Cheyenne will work to refine the incentives, cost benefit analysis, create the term sheet that spells out all financial incentives that we can cover (LCIDA, LCDC related), and queue up the attorneys for a Public Hearing Resolution.
- The committee recommends bringing these applications to the full board for review.
- Black River Valley Natural Installment Sale Application
 - BRVN would like the IDA to consider a \$30,000 installment sale for a refrigerated van. Cheyenne reviewed the Term Sheet, as proposed and included in these notes.
 - The committee discussed their concerns with his history of falling behind on payments; however, it is an asset that we own and is easily resalable.
 - The committee is in support and in support of the staff to continue to negotiate with the client on the best terms.
 - Cheyenne also noted that BRVN just received a \$50,000 loan to help with debt restructuring, with the contingency that monthly meetings are had with BRVN and the staff – which could be the same contingency with this installment sale.
 - Staff will go back to BRVN to get the exact estimates and fair market value of the van – we will need to ensure that the van is in good working order.
 - The committee recommends bringing this application to the full board.



Black River Valley Naturals

Lewis County Industrial Development Agency

Installment Sale

Terms and Conditions

By accessing the services provided by the Lewis County Industrial Development Agency (“the Agency”), Black River Valley Naturals (“the client”) agrees to the following terms and conditions:

“The Client” is accessing the following LCIDA tools or programs:

Installment Sale – the LCIDA will purchase a refrigerated van, valued at approximately \$30,000. The client will then lease the van for 4 years at a rate equivalent to the amortization of the purchase price plus 5.0% APR, **billed monthly beginning at closing**. The LCIDA holds title to the van during the term of the lease. At the end of the 4 year lease, then client will purchase the van for \$1.

Alternately

The client will then lease the van for 4 years at a rate equivalent to the amortization of the purchase price plus 3.0% APR, **billed annually beginning at closing**.

Project Description:

BRVN is looking to increase efficiency and decrease downtime by upgrading their product delivery van. Reliable refrigeration will also increase product quality and consistency of shelf life.

Timeline for Incentive Review & Approval:



Initial Review, terms recommendations

Finance Committee Meeting

June 17, 2025

Formal Review

LCIDA Board Meeting

July 3, 2025

Drafting of legal documents

LCIDA Counsel

July 2025

Proposed Terms:

- \$30,000 refrigerated van
- 4 year lease
- 5.0% APR (if monthly payments)
- LCIDA holds title, files UCC
- Payments beginning at closing

Reporting:

The LCIDA Board will require the recipient to meet with Naturally Lewis staff monthly, providing business updates and financial status. Upon 6 months of consistent loan payments, these meetings may be reduced to annual. In the case that payments fall behind after that, monthly meetings will resume.

Fees:

Application Fee , due at submission of application:	\$500	Paid? Y/N
LCIDA Administrative Fee , 1% of purchase price less application fee:	\$0	Paid? Y/N



Closing costs, legal & filing Fees, due at closing: **\$TBD** **Paid? Y/N**

“The Client” Agrees to the following:

- I acknowledge that I am being provided a LCIDA tax exemption incentive.
- I acknowledge that I am responsible for attorney fees relating to the drawing up of contracts.
- I acknowledge that the timeline for approval of purchase by the LCIDA will be July -August 2025.

By signing, I agree to the “terms and conditions” listed in this document.

James Munn

Black River Valley Natural

Black River Valley Naturals

Lewis County Industrial Development Agency

Installment Sale

Terms and Conditions

By accessing the services provided by the Lewis County Industrial Development Agency (“the Agency”), Black River Valley Naturals (“the client”) agrees to the following terms and conditions:

“The Client” is accessing the following LCIDA tools or programs:

Installment Sale – the LCIDA will purchase a refrigerated van, valued at approximately \$30,000. The client will then lease the van for 4 years at a rate equivalent to the amortization of the purchase price plus 5.0% APR, **billed monthly beginning at closing**. The LCIDA holds title to the van during the term of the lease. At the end of the 4 year lease, then client will purchase the van for \$1.

Alternately

The client will then lease the van for 4 years at a rate equivalent to the amortization of the purchase price plus 3.0% APR, **billed annually beginning at closing**.

Project Description:

BRVN is looking to increase efficiency and decrease downtime by upgrading their product delivery van. Reliable refrigeration will also increase product quality and consistency of shelf life.

Timeline for Incentive Review & Approval:

Initial Review, terms recommendations

Finance Committee Meeting

June 17, 2025

Formal Review

LCIDA Board Meeting

July 3, 2025

Drafting of legal documents

LCIDA Counsel

July 2025

Proposed Terms:

Up to \$30,000 used refrigerated van
4 year lease
5.0% APR (if monthly payments)
LCIDA holds title, files UCC
Payments beginning at closing

Purchase price alignment with fair market value must be established, as well as a condition report of the vehicle.

Reporting:

The LCIDA Board will require the recipient to meet with Naturally Lewis staff monthly, providing business updates and financial status. Upon 6 months of consistent loan payments, these meetings may be reduced to annual. In the case that payments fall behind after that, monthly meetings will resume.

Fees:

Application Fee , due at submission of application: Y/N	\$500	Paid?
LCIDA Administrative Fee , 1% of purchase price less application fee: Y/N	\$0	Paid?
Closing costs, legal & filing Fees , due at closing:	\$TBD	Paid? Y/N

“The Client” Agrees to the following:

- I acknowledge that I am being provided a LCIDA tax exemption incentive.
- I acknowledge that I am responsible for attorney fees relating to the drawing up of contracts.
- I acknowledge that the timeline for approval of purchase by the LCIDA will be July -August 2025.

By signing, I agree to the “terms and conditions” listed in this document.

James Munn

Black River Valley Natural

Lewis County Industrial Development Agency
Project Cost-Benefit Analysis
Project Name: McRez Packing International - Sales Tax Exemption

Exemption Schedule:	n/a
Benefit period in Years:	n/a
Current Assessed Value:	n/a
Projected Assessed Value:	n/a
Current County/Town Tax Rate (\$/1000)	n/a
Current School Tax Rate (\$/1000)	n/a
Current Village Tax Rate (\$/1000)	n/a
Total Project Cost	\$700,000
Project Cost (Sales Tax Applicable)	\$700,000
Mortgage Cost	n/a

Cost to Community

Notes

Estimated Property Taxes forgiven		\$0
Full Property Taxes for proposed project (over benefit period)	n/a	
Payment in lieu of Taxes for proposed project (over benefit Period)	n/a	
Sales Taxes Forgiven		\$56,000
Mortgage Recording Tax Forgiven		\$0
Estimated benefits provided/Tax Revenue Not Received by the Community		\$56,000

Benefits to the Community

Notes

Property taxes received that would not have been generated without project		n/a
Property taxes received without the project	n/a	
Property taxes received with PILOT	n/a	
Salaries resulting from new permanent employment (over benefit period)		\$7,088,640 using 3 years as benefit period
# of jobs created	62	
Expected annual salary	\$38,111	
Salaries Generated From Temporary/Construction Jobs		\$130,050
# of jobs created (FTE)	5	
Expected annual salary	\$52,000	Based on \$25/hr
Lodging & Dining	\$200	Based on \$50/day, 4 days per week for 10% of workers
Project duration in years	0.5	
Fee payment to LCIDA		\$7,000 Based on 1% project value
Estimated Community Benefit Received		\$7,225,690
Benefit minus Cost Differential		\$7,169,690

Universal Project Evaluation Policy - Evaluation Criteria

Agricultural, Food Processing

NYS Required Evaluation Criteria

<u>NYS Required Evaluation Criteria</u>	<u>Response</u>
1. Extent to which the project will create or retain permanent jobs	high
2. Estimated value of tax exemptions	low
3. Amount of private sector investment	moderate
4. Likelihood of project being accomplished in a timely fashion	low
5. Extent of new revenue provided to local taxing jurisdictions	moderate
6. Any other misc public benefits	local foods, an industry recognized as highly need in NYS

Material Terms

<u>Material Terms</u>	<u>Response</u>
1. Create or Retain Jobs	high
2. Private Sector Investment	moderate
3. Local Labor Construction	moderate
4. Wage Rates above Median Wage for Area	yes
5. Community Benefit	high

Evaluative Criteria

<u>Evaluative Criteria</u>	<u>Response</u>
1. Wage Rates (above Median Wage for Area)	yes
2. Regional Wealth Creation (%Sales/Customers Outside Area)	moderate
3. In Region Purchases (% of overall Purchases)	unknown
4. Research and Development Activities	low
5. Investments in Energy Efficiency	low
6. Locational Land Use Factors, Brownfields or Locally Designated Development Area:	perfect location for this type of business
7. LEED/Renewable Resources	no
8. Retention/Flight Risk	moderate