

Lewis County Development Corporation

Meeting Minutes – July 22, 2020

Board Members present: Larry Dolhof, Tim Petersen, Tyler McDonald, Jim Durkish, Donn Bassette, Terry Thisse, Christie Nakano, Mick Lehman and Eric Virkler.

Others present: Thomas Haynes (by video), Brittany Davis, Jenna Kraeger, Ryan Piche

Meeting called to order at 8:03 AM.

Approval of March 26, 2020 Minutes: A motion to approve the March 26, 2020 minutes with no corrections necessary was made by Terry Thisse, seconded by Tyler McDonald and carried unanimously.

Treasurer's report: Eric Virkler summarized the written report as of July 22 2020 reflecting the current bank balances, bills paid, and bills remaining due.

A motion by Tim Petersen to accept the Treasurer's report for July 22, 2020 and to pay the bills as identified in the report seconded by Mick Lehman and carried unanimously.

A motion was made by Mick Lehman to amend the motion approved at the March meeting regarding LCDC contract with the LCIDA. The amendment would allow for quarterly expenses for administration management of approximately \$400. Tyler McDonald seconded the motion and it passed unanimously.

A motion was made by Terry Thisse to authorize renewal of the LCDC's line of credit with Community Bank, seconded by Donn Bassette and carried unanimously. Eric Virkler will work with the bank to do so.

Old Business:

Lyons Falls Mill Redevelopment

- Thomas Haynes gave a summary of final work needed at the mill. The contractor has a minor punch list of items to complete. We also continue to work to finalize a \$200,000 NYS DASNY grant contract that will allow for additional site improvement around the parking lot and High Falls Building. Ritter Paratore will complete this work later this year when the DASNY grant is finalized. If the DASNY grant is not approved, the site improvement work will not happen and the LCDC will be responsible for approximately \$70,000 of the final cost of the Phase 4 contract.
- The board discussed future use of the property and ensuring a vision is developed to guide development. It was proposed a site tour happen in the near future and this can be used to generate discussion on the vision. Eric Virkler will set a date and invite the board for a tour.
- BRVN and Kruger are now paying monthly lease amounts to use the property. BRVN has been behind on payments but have started to reduce their balance. Cheyenne and Brittany are in regular contact with the company.

Black River Valley Natural

- Brittany Davis updated the board on activities for BRVN. The company has been successful in obtaining three grants this year including a \$99,000 USDA grant/loan that

the LCDC is the applicant for. The company will pay this amount back to LCDC and the funds can then be used by our organization for future economic development projects.

Motion by Eric Virkler to authorize use of the LCDC line of credit for BRVN to acquire the equipment needed for this expansion project. The USDA will reimburse the funding needed after acquisition. Motion seconded by Jim Durkish and carried unanimously.

- BRVN has projects planned to increase its production and storage capacity. A small expansion to the High Falls Building will be initiated for additional refrigeration space. The company has also asked if the LCDC will look at other improvements to the building, including a new air conditioning system and exterior brick work. The company also envisions the need for a larger building in the future. The LCDC board agreed we would support potential expansion efforts on the mill property.

Motion by Eric Virkler to authorize up to \$5,000 to install a new HVAC system for the High Falls building, seconded by Mick Lehman and carried unanimously.

- Thomas Haynes will work with Ritter Paratore to scope out the exterior brick work and determine if this can be done as part of our final site improvements for the project.

Lewis County Economic and Community Development Fund

- Larry Dolhof, Ryan Piche and Brittany Davis provided an update on discussions regarding a fund related to future energy project PILOTS. This is a complicated topic and it appears that a tax jurisdiction that is part of the project must initiate payments to the fund with a developer. The County would be the likely jurisdiction and then the County could engage the LCDC to manage the fund.
- Larry Dolhof proposed a sub committee work with the County and LCIDA on this topic. Tim, Tyler, Christie, Jim and Eric all agreed to serve on the subcommittee. Important next steps include outlining the parameters of the fund – how money would be distributed, what types of projects would be considered, etc.

New Business

Future Projects

- Chairman Dolhof has been approached by the Village of Turin regarding the Brick Block buildings in Turin. These buildings are in very poor condition and will need to be torn down. The LCDC could be a potential owner of the property and applicant for grants to assist with this project. The board discussed this type of project and how the organization and the county as a whole decide what projects should be considered and how to fund these efforts. The board is generally in support of being involved in these revitalization projects. The LCDC would need to avoid taking on debt to accomplish these projects and it is also important that the local municipality is involved and specifically requests the assistance of the LCDC.

Adjournment: Motion to adjourn was introduced by Terry Thisse and seconded by Donn Bassette and passed unanimously. The meeting adjourned at 10:05 AM.

Respectfully submitted,



Eric Virkler
Secretary