



**Board Members Present** | Timothy Petersen, Eric Virkler, Tyler McDonald, Christie Andrus-Nakano, Shellie Marks, Michael Bradish, Larry Dolhof, Terry Thisse, Mick Lehman

**Absent** | Jessica Clemons, Eric Sunderhaft

**Others Present** | Brittany Davis, Cheyenne Steria, Jenna Lauraine, Kristen Aucter, Kaylee Tabolt (Virtual), Ian Gilbert (Ian Gilbert, Attorney at Law; Board Attorney)

- I. **Call to Order**
- a. President Timothy Petersen called the meeting to order at 10:01AM
- II. **Minutes of the March Regular Board Meeting** **10:01AM – 10:02AM**
- a. The **minutes** of the **March Regular Board Meeting** were reviewed by the LCDC Board. A motion to approve of the minutes was made by Tyler McDonald and seconded by Mike Bradish. All present were in favor and motion carried.
- III. **Minutes of the LCDC Annual Meeting** **10:02AM – 10:03AM**
- a. The **minutes** of the **LCDC Annual Board Meeting** were reviewed by the LCDC Board.
  - i. A motion to approve of the **minutes** was made by Eric Virkler and seconded by Terry Thisse. All present were in favor and motion carried.
- IV. **Financial Reports of March & April** **10:04AM – 10:07AM**
- a. The LCDC Board reviewed the previously distributed **Financial Reports of April and March** for Black Moose Development, LLC. and the **LCDC**.
  - i. A motion to approve of the **financial reports** was made by Mick Lehman and seconded by Shellie Marks. All present were in favor and motion carried.
- V. **Items for Approval** **10:08AM – 11:10AM**
- a. The LCDC Board reviewed the recommendations of the Community Economic Development Program Committee pertaining to the Vacant Property Revitalization Program applications. Brittany Davis provided an overview of the VPR Program, the program applicants, and the Committee's discussion. Mick Lehman recused himself and stepped out of the room from this discussion due to a conflict of interest.
  - i. A motion to approve the following grant awards to the recommended projects made by the CEDP was made by Terry Thisse and seconded by Tyler McDonald.
    - 1. Case Building Remodel, West Leyden, NY - \$50,000
    - 2. Crumbs., Lowville, NY - \$71,730
    - 3. Lowville Apartments (Dollar General), Lowville, NY - \$100,000
    - 4. Double Play Community Center, Inc., Lowville, NY - \$100,000



5. Grand Slam Safety, Croghan, NY - \$49,235
  6. Kellogg Building Apartments, Lowville, NY - \$100,000
  7. McRez Packing International, Lyonsdale, NY - \$100,000
  8. Port Leyden Portal (Phase 2) - \$100,000
  9. Snow Ridge Ski Resort, Turin, NY - \$20,000
- b. The Board discussed the absorption of the USDA Tug Hill Vineyards funds/existing Money Market Account into the Community Economic Development Program fund. Staff noted the history of these funds, emphasizing their stagnation and lack of community impact.
- i. A motion was made to absorb the Money Market Account funds, totaling \$20,992.22, into the Community Economic Development Program by Eric Virkler and seconded by Christie Andrus-Nakano. 8 present voted in favor, 1 opposed (Terry Thisse) and motion carried.
- c. The LCDC Board reviewed the previously distributed **Extension Request** by Kruger on their Option to Purchase. Staff updated the Board on their current circumstance and noted delays in their project partner's operations, including the Phase I Environmental Review that Kruger needed to complete before purchase.
- i. A motion to approve of the 90-day **Extension Request** by Kruger was made by Mike Bradish and seconded by Eric Virkler.
- d. The LCDC Board reviewed and discussed the **Operations Agreement** for Naturally Lewis Development, LLC. Brittany Davis and Ian Gilbert (Ian Gilbert Attorney at Law) noted the development of Naturally Lewis Development, LLC., which requires an Operating Agreement.
- i. A motion to approve of the **Operating** Agreement and name Cheyenne Steria a manager of Naturally Lewis Development, LLC. was made by Mick Lehman and seconded by Shellie Marks. All present were in favor and motion carried.
  - ii. A motion to ammend the current Black Moose Development, LLC Operating Agreement, and name Cheyenne Steria a manager was made by Mick Lehman and seconded by Eric Virkler. All present were in favor and motion carried.
- VI. **Executive Directors Report**
- a. Brittany Davis noted partnership updates, research and education updates, outreach and visibility updates, and strategic funding development updates for the month of April. Some of these updates pertain to: the 2<sup>nd</sup> Annual Lewis County Economic Development Conference, progress made with the former Glenfield School property,



a potential grant through the Northern Border Regional Commission, and the selection of a Summer Economic Development Intern, Emma Dening.

**VII. Discussion Items**

- a. Brittany Davis discussed the previously distributed **Naturally Lewis Board of Directors Outline**. This document names the members of the LCIDA, LCDC, and Lewis County Chamber of Commerce, and future Naturally Lewis Inc. board members, which reflects the interest of current Board members.
- b. Brittany Davis provided an overview of the roles of LDCs, compared to the role of IDAs, and discussed the purpose of the LCDC. Davis noted the path forward for the LCDC considering this purpose, including evolutions of the generation of a LDC-focused strategy, and identifying the role of the LCDC as a tool of economic development.

**VIII. Executive Session**

**11:22AM – 11:43AM**

- a. A motion to enter Executive Session for a discussion of contracts and a potential property sale was made by Mick Lehman and seconded by Eric Virkler.
- b. A motion to exit Executive Session was made by Mike Bradish and seconded by Tyler McDonald.
- c. No actions were taken from the Executive Session.

**IX. Adjournment**

- a. A motion to adjourn was made by Mick Lehman and seconded by Eric Virkler at 11:4AM. All present were in favor and motion carried.

**Respectfully submitted,**  
Eric Virkler

LCDC Secretary