



Minutes of the Lewis County Development Corporation
Regular Board Meeting | January 4, 2023
Lewis County JCC Education Center | Lowville, NY

Board Members Present | Larry Dolhof, Tyler McDonald, Mick Lehman, Terry Thisse, Eric Virkler, Tim Petersen (arrived 10:07AM), Christie Andrus-Nakano (Virtual), Jess Clemons (Virtual)

Others Present | Cheyenne Steria, Jenna Lauraine, Kaylee Tabolt

- I. Call to Order
 - a. Vice Chairman Tyler McDonald called the meeting to order at 10:00AM.
- II. Minutes for the November Regular Meeting 10:01AM – 10:02AM
 - a. The **minutes** of the November Regular Board Meeting were reviewed by the Board. A motion to approve of the October Regular Board Meeting Minutes was made by Eric Virkler and seconded by Larry Dolhof. All present were in favor and motion carried.
- III. Financial Reports for November 10:03AM – 10:08AM
 - a. The **financial reports** for November for the LCDC and Black Moose, LLC. were reviewed by the Board. A motion to approve the financial reports for the LCDC and Black Moose, LLC. was made by Terry Thisse and seconded by Mick Lehman. All present were in favor and motion carried.
- IV. Items for Approval 10:09AM – 10:37AM
 - a. Appoint Tim Petersen as the LCDC Appointee on the Naturally Lewis Inc. Board of Directors
 - i. The Board discussed formally appointing Tim Petersen as the LCDC appointee on the Naturally Lewis, Inc. Board of Directors.
 1. A motion to formally appoint Tim Petersen as the Lewis County Development Corporation Appointee on the Naturally Lewis, Inc. Board of Directors was made by Terry Thisse and seconded by Tyler McDonald. All present were in favor and motion carried.
 - b. Authorize staff to have sale agreements drafted for Kruger option
 - i. The Board discussed authorizing staff to have sales agreements drafted for the Kruger option at the Lyons Falls mill site. Kruger has indicated that they are looking to move forward with the sale of the Mill Site; however, they are needing time to sort through things on their end. The Board discussed different options, including requiring a refundable or nonrefundable deposit as a token of commitment, another simple extension, or a creative combination of tactics that will apply the necessary amount of pressure to further this project.
 1. A motion to allow staff to negotiate the terms of the Kruger option with (a) a refundable \$10,000 deposit, and (b.) a priority of completing the project and rehabilitating the property, with a "close-by" date of March 31, 2024 was made by Larry Dolhof and



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seconded by Tim Petersen. All present were in favor and motion carried.

c. Vacant Property Revitalization Contract

- i. The Board reviewed and discussed the previously distributed **Agreement for Vacant Property Revitalization Program Development and Administration**. Cheyenne Steria noted a background of the Vacant Property Revitalization program and \$500,000 that Lewis County has committed to the program for 2024.

1. A motion to enter into the **Agreement for Vacant Property Revitalization Program Development and Administration** with Lewis County was made by Tyler McDonald and seconded by Tim Petersen. All present were in favor and motion carried.

V. LCDC Report 10:38AM – 10:47AM

- i. Cheyenne Steria noted ongoing and upcoming LCDC projects including Glenfield School updates, Community Economic Development Program, Vacant Property Revitalization Fund, and the transition of loan funds from the LCIDA.

VI. Correspondence 10:40AM – 10:41AM

a. Resignation – Eric Sunderhaft

- i. The Board reviewed and discussed the submitted formal resignation of Eric Sunderhaft.

1. A motion to accept Eric Sunderhaft's resignation with appreciation for his service was made by Mick Lehman and seconded by Eric Virkler. All present were in favor and motion carried.

VII. New Business 10:42AM-11:16AM

a. 2023 Audit, Annual Meeting Preparations

- i. Cheyenne Steria noted that the 2023 LCDC Audit will be occurring in early February 2024.
- ii. The Board discussed the composition of the Board of Directors as resignations have been accepted and the terms of Tim Petersen, Eric Virkler, and Terry Thisse will be expiring in 2024. The Board understands the value of a diverse, independent Board and will continue to prioritize this value.

b. Lendal Paddles

- i. Cheyenne Steria provided an update on the Lyons Falls Mill Site as Lendal Paddles is interested in a new build on the site. The Board discussed what they're open to with regards to the development; the Board is considering building a building on the site, selling the site



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outright, partnering with a private developer, and other similar alternatives.

- ii. The LCDC Board is looking to move forward on this project with local and regional partners.

VIII. Adjournment

- a. A motion to adjourn was made at 11:17AM by Mick Lehman and seconded by Tyler McDonald. All present were in favor and motion carried.