

**Minutes of the
County of Clinton
Industrial Development Agency
April 12, 2021**

Due to COVID-19, this meeting of the County of Clinton Industrial Development Agency held on Monday, April 12, 2021 was livestreamed via GoToMeeting.

The meeting was called to order by Trent Trahan, Chairperson, at 12:02 p.m. via GoToMeeting.

MEMBERS PRESENT: Trent Trahan, Chairperson
David Hoover, Vice Chairperson
Keith Defayette, Treasurer and Chief Financial Officer
Michael Zurlo, Secretary
Mark Leta, Member
John VanNatten, Member

ABSENT: Kim Murray, Assistant Secretary

STAFF PRESENT: Renee McFarlin, Executive Director
Toni Moffat, Executive Assistant
Dorothy Brunell, Administrative Assistant
Christopher Canada, Esq., Agency Counsel
George Cregg, Jr., Esq., Agency Counsel

ALSO PRESENT: Troy Baraby, Co-Owner, South Junction Enterprises
Tanner Baraby, Co-Owner, South Junction Enterprises
Dillon Flynn, General Manager, South Junction Enterprises
Jessica Kogut, Planner – Town of Plattsburgh

T. Trahan stated there was a quorum present.

T. Trahan waived the reading of the notice of the meeting published in the Press Republican on December 18, 2020.

Presentation:

R. McFarlin advised that Troy Baraby, Tanner Baraby and Dillon Flynn of South Junction Enterprises would be joining the meeting. They are requesting the Clinton Grant Facilitation Corporation (CGFC) submit a grant application on their behalf to the New York State Department of Transportation. A special meeting of the CGFC will be scheduled next week to consider this request; however, R. McFarlin wanted South Junction Enterprises to have an opportunity to present to the Board an overview of their request and answer any questions.

Troy Baraby thanked the Board for the opportunity to explain their grant request and expansion project. They will be applying for a Passenger and Freight Rail Assistance Program grant which allows for new construction and rehabilitation of existing rail sidings, rail bridges, facilities, etc. This will be their third expansion project at their rail siding location on South Junction Road in the Town of Plattsburgh and they are proposing building a third rail siding, a storage solution with a drag conveyor and silos to house materials and commodities coming into the rail yard. This would allow better utilization of their rail siding and would give them an additional 12-15 rail car spaces. They will also be paving the space between the existing two rail sidings which would allow

better truck movement and traffic flow. Additionally, they would like to build a 30 foot by 60 foot garage to house the rail conveyors used to unload commodities and other products.

T. Baraby advised that since 2017, they have invested approximately \$500,000 in the rail yard. For this third expansion project, they are asking for funding in the amount of \$1.4 million, of which they will be matching approximately 16 percent. He advised that they have invested a lot of their personal money.

T. Trahan asked what products are driving the expansion. T. Baraby advised that they currently handle all of Schluter's inbound sand and cement shipments, approximately 800 tons per week. If they were able to provide warehouse space, they could handle some of their outbound shipments as well, which could save Schluter a significant amount of money when compared to trucking. T. Baraby advised that they have looked into transporting salt and they also recently met with Adirondack Farms to determine what additional products they could bring in for them. Agricultural and feed ingredients are very big in this area. Owens Corning, who manufactures roof shingles, might also be a potential client. They have also spoken with Jeffords Steel several times. With the constraints of the trucking industry, they predict a resurgence of rail and if they are able to get the space and capacity opened up, they believe South Junction could have a positive impact on industrial growth in the community.

T. Trahan expressed his disappointment that we were unable to obtain the grant from the Northern Border Regional Commission in 2020.

R. McFarlin advised that she would be polling the Board to determine when to hold a special meeting of the CGFC to approve the submission of the grant application. She advised that the grant needs to be submitted by April 22, 2021. T. Baraby advised that they are very close to finalizing the grant writing and are awaiting some quotes for materials and are preparing a cost benefit analysis.

Approval of the Minutes of the March 22, 2021 and March 25, 2021 meetings.

T. Trahan asked if there were any questions regarding the draft minutes of the March 22, 2021 and March 25, 2021 meetings. There were none.

On a motion by J. VanNatten, and seconded by M. Zurlo, it was unanimously carried to approve the minutes of the March 22, 2021 and March 25, 2021 meetings.

Public Comment

There was no public comment.

Reports

K. DeFayette reviewed the Treasurer's Report. On a motion by M. Leta, and seconded by D. Hoover, it was unanimously RESOLVED to approve the Treasurer's Report as presented by K. Defayette.

Old Business

There was no old business.

New Business

Amending Administrative Services Agreement with Clinton County

M. Zurlo stated that the Board contracts with the County to facilitate the operation of the County of Clinton

Industrial Development Agency (CCIDA), Clinton County Capital Resource Corporation (CCCRC), and the Clinton Grant Facilitation Corporation (CGFC) with the intention that this be a net-zero to Clinton County, and the IDA and its affiliates would cover their own costs. Last year, the decision was made to add a permanent part-time administrative assistant position dedicated to the CCIDA. It has been determined that the budget needs to be increased to cover the salary for this position as well as some other ancillary items. Several CCIDA budget line items have been reduced which will help the CCIDA cover these additional expenses. It has been determined that the Administrative Services Fee needs to be increased to \$11,000 per month, as opposed to the current \$10,208 per month. This increase would be retroactive to January 2021.

In 2020, the County was able to absorb some of these additional costs because there was excess money in the budget due to COVID-19 travel restrictions, etc. M. Zurlo stated that it is his opinion that, from a Board member's perspective, the organization is being run fairly lean in comparison with other IDA's, with the majority of the expenses being salary and benefits.

T. Trahan thanked the County for providing the Agency office space. K. Defayette stated that the Agency has done well in maintaining a lean budget.

K. Defayette made a motion to approve the amended Administrative Services Agreement with Clinton County. The motion was seconded by J. VanNatten. Upon consultation with counsel, it was determined that M. Zurlo would be allowed to vote on this motion. It was unanimously carried to approve the motion.

There being no further business to discuss, on a motion by M. Zurlo, and seconded by J. VanNatten, the meeting was adjourned at 12:28 p.m.



Trent Trahan, Chairperson