

**Minutes of the  
County of Clinton  
Industrial Development Agency  
December 14, 2020**

**Due to COVID-19, the meeting of the County of Clinton Industrial Development Agency held on Monday, December 14, 2020 was through teleconference.**

The meeting was called to order by Trent Trahan, Chairperson, at 12:23 p.m. via GoToMeeting.

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

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

ALSO PRESENT: Patrick Murnane, Sr., Mount Whitney Meadows, LLC

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 22, 2018.

**Presentation:** Mount Whitney Meadows, LLC Application

R. McFarlin introduced Patrick Murnane, owner of Mount Whitney Meadows, LLC, who recently submitted an application for IDA benefits to construct a 60,000 square foot building.

P. Murnane thanked the Board for the opportunity to review their application for the proposed project. He indicated they are trying to build, for lease purposes, a 60,000 square foot industrial warehouse and distribution facility for a company called SterRx. SterRx manufactures sterile liquid pharmaceuticals, and utilizes robotic automation in both their manufacturing and packaging operations. SterRx is currently operating from a building located on the former Air Force base which is approximately 500 feet from the location of this proposed building. The proposed building will be constructed on a 24-acre parcel of land. P. Murnane indicated that they are currently engaged with the Town of Plattsburgh regarding planning and zoning issues. As a warehouse, they are a non-conforming use in a neighborhood/commercial district. When the land was purchased in 2007, the zoning at the time would have allowed him to build the warehouse, however, since that time, the Town of Plattsburgh has changed the zoning on the property.

P. Murnane indicated that he was approached by Terry Wiley, President of SterRx, who asked if they were interested in selling the property to them. P. Murnane advised that they were more interested in developing the parcel. Over the past year, P. Murnane has been developing a proposal for SterRx's consideration whereby Mount Whitney Meadows, LLC, would build the property and lease it back to SterRx. Most of the planned

building will have rack storage for SterRx product, as well as a modest labeling operation in which to label product as it's taken from the manufacturing site.

M. Zurlo asked if SterRx would be moving their entire operation to the new facility. P. Murnane advised that this new building would be utilized by SterRx in addition to their current manufacturing operation and that this building would be an expansion for them. They currently lack sufficient warehousing and distribution facilities which is hampering their ability to expand their manufacturing operations. This will result in the need for them to expand their employment.

M. Zurlo asked what the fate of this project would be without CCIDA involvement. P. Murnane indicated that he has worked with the CCIDA previously and is aware of the potential benefits. After completing a financial analysis, P. Murnane indicated that he had reached out to R. McFarlin and asked if this would be a project that the CCIDA might consider. R. McFarlin advised that she would be willing to bring it forward to the Board. P. Murnane advised that the sales tax exemption is very significant due to the construction costs. Also, the PILOT agreement from Clinton County would also be a required benefit. He also indicated that SterRx has considered different development proposals; specifically, The Development Corporation (TDC) was interested in trying to locate them in one of their existing facilities. TDC's proposal was not feasible because SterRx has specific HVAC requirements, which TDC could not provide, at least in the short-term. P. Murnane indicated that they consider the CCIDA's approval of the project absolutely essential to its viability.

M. Zurlo asked if the \$9.5 million that was indicated on their application includes the amount of investment that has already been made by Mount Whitney Meadows. P. Murnane deferred this question to R. McFarlin, who indicated that based on previous discussions with Mount Whitney Meadows, it was her understanding that the \$300,000 represented some of their equity in the project. She advised that the PILOT agreements typically only encompass the improvements to the property. R. McFarlin and P. Murnane agreed to follow up on this question and will provide a definite answer to the Board at the next meeting with Mount Whitney Meadows.

P. Murnane further indicated that all the benefits of the construction work associated with this project, such as the materials, sub-contractors and labor, would be locally based. R. McFarlin advised, that based on the project application, there are an estimated 50 construction employees with annualized wages and benefits of over \$40,000 associated with this project. M. Zurlo asked R. McFarlin if she scored this project as a Tier 2, and she indicated that was correct.

P. Murnane thanked the Board for the opportunity to submit the proposal.

#### **Approval of the Minutes of the November 9, 2020 Meeting**

T. Trahan asked if there were any questions regarding the draft minutes of the November 9, 2020 meeting of the County of Clinton Industrial Development Agency (CCIDA). There were none.

On a motion by M. Zurlo, and seconded by K. Murray, it was unanimously carried to approve the minutes of the November 9, 2020 meeting of the CCIDA.

#### **Public Comment:**

There was no public comment.

## **Reports**

### **Treasurer's Report:**

K. DeFayette reviewed the Treasurer's Report. There were no questions or concerns.

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

### **Committee Reports**

#### **Audit Committee**

K. DeFayette advised that the Audit Committee met and it is the Committee's recommendation that the Audit for 2020 be initiated.

On a motion by M. Leta, and seconded by J. VanNatten, it was unanimously carried to accept the Committee recommendation and approve to initiate the 2020 CCIDA audit.

#### **Governance Committee**

M. Zurlo noted the Committee met and reviewed the 2020 annual reports and are recommending Full Board approval of the:

- 2020 CCIDA Missions and Operations Statement
- 2020 CCIDA Operations and Accomplishments
- 2020 CCIDA Performance Measures Report
- 2020 CCIDA Procurement Report
- 2020 CCIDA Real Property
- 2020 CCIDA Investment Report

On a motion by M. Leta, and seconded by K. Murray, it was unanimously carried to accept the recommendation of the Committee and approve the 2020 annual reports as presented and authorize the posting of same to PARIS.

## **Old Business**

1. GoToMeeting Invoices: Resolution authorizing reimbursement for Past GoToMeeting Invoices
2. GoToMeeting Subscription: Resolution authorizing payment for subscription to GoToMeetings for twelve (12) months.

These two action items were combined on one resolution.

## ONLINE MEETING SERVICES RESOLUTION

The following Resolution was offered by M. Leta, seconded by M. Zurlo, to wit:

Resolution No. 12-20-01

### RESOLUTION RELATING TO ONLINE MEETING SERVICES.

WHEREAS, County of Clinton Industrial Development Agency (the "Agency") is authorized and empowered by the provisions of Chapter 1030 of the 1969 Laws of New York, constituting Title 1 of Article 18-A of the General Municipal Law, Chapter 24 of the Consolidated Laws of New York, as amended (the "Enabling Act") and Chapter 225 of the 1971 Laws of New York, as amended, constituting Section 895-f of said General Municipal Law (said Chapter and the Enabling Act being hereinafter collectively referred to as the "Act") to promote, develop, encourage and assist in the acquiring, constructing, reconstructing, improving, maintaining, equipping and furnishing of commercial, manufacturing and industrial facilities, among others, for the purpose of promoting, attracting and developing economically sound commerce and industry to advance the job opportunities, health, general prosperity and economic welfare of the people of the State of New York, to improve their prosperity and standard of living, and to prevent unemployment and economic deterioration; and

WHEREAS, as a result of the ongoing novel Coronavirus (COVID-19) pandemic and in accordance with Executive Order 202.1 and the suspension of the Open Meetings Law relating to public hearings pursuant to Executive Order 202.15, as supplemented by subsequent Executive Orders issued by Governor Cuomo, beginning in April, 2020, the Agency, the Clinton County Capital Resource Corporation (the "CRC") and the Clinton Grant Facilitation Corporation (the "GFC") have conducted meetings and public hearings (as the case may be) remotely using the online meeting service GoToMeeting (the "Provider"); and

WHEREAS, Renee McFarlin, Executive Director of the Agency, in order to allow the Agency, the CRC and the GFC to utilize such services during the pandemic, has personally paid the Provider the amount of \$133.00, as evidenced by receipts relating thereto attached as hereto as Exhibit A; and

WHEREAS, the Agency desires to reimburse the Executive Director for such amount from Agency funds; and

WHEREAS, the Agency likewise desires to authorize the use of the Provider's services for meetings and public hearings (as the case may be) of the Agency, the CRC and the GFC to be held in 2021;

NOW, THEREFORE, BE IT RESOLVED BY THE MEMBERS OF THE COUNTY OF CLINTON INDUSTRIAL DEVELOPMENT AGENCY, AS FOLLOWS:

Section 1. The Agency hereby ratifies and confirms all prior action taken by the Executive Director in connection with utilizing the services of the Provider in 2020.

Section 2. The Agency hereby approves the payment of \$133.00 to the Executive Director for the reimbursement of payments previously made by the Executive Director to the Provider.

Section 3. The Agency hereby authorizes the use of the Provider's services, and the payment thereof directly by the Agency, in connection with the holding of meetings and public hearings (as the case may be) of the Agency, the CRC and the GFC in 2021 until such time as the Agency determines that the holding of such

in-person meetings and public hearings can be conducted in a safe manner for the members and staff of the Agency, the CRC and the GFC and the general public as a whole.

Section 4. This Resolution shall take effect immediately.

The question of the adoption of the foregoing resolution was duly put to vote on roll call, which resulted as follows:

Trent Trahan	VOTING	YES
David Hoover	VOTING	YES
Michael Zurlo	VOTING	YES
Keith Defayette	VOTING	YES
Kim Murray	VOTING	YES
John VanNatten	VOTING	YES
Mark Leta	VOTING	YES

The foregoing Resolution was thereupon declared duly adopted.

### **New Business**

#### **ERS Rouses Point, LLC Public Hearing Minutes**

Minutes from the ERS Rouses Point, LLC Public Hearing were presented for acceptance by the Board.

On a motion by J. VanNatten, and seconded by K. Murray, it was unanimously carried to accept the minutes from the ERS Rouses Point, LLC Public Hearing.

#### **NY Mooers VI, LLC Public Hearing Minutes**

Minutes from the NY Mooers VI, LLC Public Hearing were presented for acceptance by the Board.

On a motion by M. Zurlo, and seconded by K. Murray, it was unanimously carried to accept the minutes from the NY Mooers VI, LLC Public Hearing.

#### **Preparation and Processing of 2020 PILOT Agreements Invoice**

An invoice in the amount of \$4,000 from Clinton County for Services Related to the Preparation and Processing of 2020 PILOT agreements was presented to the Board for authorization of payment.

On a motion by J. VanNatten, and seconded by M. Leta, it was unanimously carried to approve payment of the Clinton County invoice for services related to the preparation and processing of the 2020 PILOT agreements.

#### **2021 Meeting Dates**

On a motion by D. Hoover, and seconded by K. Murray, it was unanimously carried to approve the 2021 Meeting Dates of the CCIDA.

#### **New York State Economic Development Council Invoice**

An invoice in the amount of \$850 from the New York State Economic Development Council for annual membership dues was presented to the Board for authorization of payment.

On a motion by K. Murray, and seconded by J. VanNatten, it was unanimously carried to approve payment of the invoice from the New York State Economic Development Council for annual membership dues.

**Management Team Reports**

**Correspondence**

R. McFarlin provided the Board with her response to an email received from Kenneth Mousseau regarding his position on the PILOT for the PRIME Project, particularly from his perspective as a local developer. The Board was asked if they had any questions regarding the email and/or her response. R. McFarlin indicated that in the 2.5 years that she has been Executive Director of the CCIDA, she has spoken with several developers regarding the benefits available through the agency. She indicated she will continue to reach out to the local development community.

There being no further business to discuss, on a motion by D. Hoover, and seconded by J. VanNatten, the meeting adjourned at 1:00 p.m.



Trent Trahan, Chairperson