



Clayton Local Development Corporation Board:

Jamie Ganter, Chairman
Bobby Cantwell, Vice Chairman
Kylie Peck, Secretary
Chris Bogenschutz, Asst Sec

John Cooper, Treasurer
Mike Bashaw
Mike Hazlewood
Lance Peterson
Christine Powers

Doug Rogers
Jack Stopper
Dennis Weller
Norma Zimmer

Exec Dir: Kristi Dippel

Town Appointed Liaison: Kathy LaClair

CLDC Board Meeting
4:00 pm June 2, 2022 @ 913 Strawberry Lane

Agenda

Approval of May 5, 2022 Board Meeting Minutes

Chairman's Report

Jamie Ganter

Treasurer's Report

John Cooper

Director's Report

Kristi Dippel

Committee Updates

Governance Committee
Strategic Committee- Ad hoc

Dennis Weller
Doug Rogers

Municipal Updates

Planning Board
Town projects
Village projects

Old Business

New Business

Need for Executive Session?



Clayton Local Development Corporation
913 Strawberry Lane, Clayton NY 13624
Phone 315-686-3212 Fax 315-686-2503
www.claytonldc.org

Minutes of Meeting on May 5, 2022

Chair Jamie Ganter called the Regular Meeting of the Clayton Local Development Corporation to order at 4:00 p.m. Also in attendance were Vice Chair Bobby Cantwell, Treasurer John Cooper (Zoom), Secretary Kylie Peck (Zoom), Assistant Secretary Chris Bogenschutz, Mike Hazlewood, Kathy LaClair, Christine Powers, Doug Rogers, Jack Stopper, Dennis Weller (Zoom) and Norma Zimmer. Mike Bashaw was excused. Executive Director Kristi Dippel was also in attendance.

On motion by Jack Stopper, second by Chris Powers, the Board unanimously approved the minutes of the meeting of April 7, 2022.

For the Chairman's report, Chair Jamie Ganter welcomed Mike Hazlewood to the board, then requested input on the Orientation PowerPoint presentation that was emailed to board members. Next, Chair Ganter reviewed the 2022 goals. Some goals have been completed and items 8, 9, 10 need a plan on how to approach. Lastly, a discussion was held about a potential developer looking to develop a property in Clayton. Further discussion was held as to how the CLDC could play a role and assist in the process.

Under the Treasurer's report, Treasurer Cooper presented one bill for approval in the amount of \$3,041.67 which, when paid, will leave a balance of \$4,915.49 in the General Checking Account. In the ARPA account, \$130,000 in grant disbursements were made leaving a balance of \$18,000. On motion by Chris Powers, second by Bobby Cantwell, the Board approved the Treasurer's Report, and the payment of the bill, copies of which are attached to these minutes.

Executive Director Kristi Dippel reported that she is still working on PAAA policies that need to be posted to the CLDC's website. Kristi requested that Chris Bogenschutz install an ADA website plugin. Kristi also reported that she is working on the final items to close out the ESD grant. Kristi also reported there is DOS grant funding available to update the LWRP. The average cost of updating the LWRP is \$80k-\$100k, with 75% reimbursement by the state. The remaining 25% would be split evenly between the Town and Village with one of them being the lead agency for the grant. Lastly, it was reported there is a Jefferson County grant available for 501(c)(3) non-profits with programs, projects and initiatives that enhance and promote economic development in Jefferson County. Up to \$10,000 is available and the grant submission is due summer 2022.

Under Committee Reports, the Nominating Committee had nothing to report. Dennis Weller, Governance committee chair, reported the committee is working on conflict of interest and ethics policies. The committee will meet on June 2 at 3pm. For the Grant and Loan Committee, Chair



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Chris Powers reported on the ARPA grant program. All 11 organizations/businesses who were awarded a grant have completed the necessary paperwork. Each of the following received \$11,818.18: River Wellness, TI Arts Center, Northern Physical Therapy, The Wright Diner, TI Emergency Rescue Services, Inc., River Yoga, LLC, River Day Spa, Clayton Figure Skating Club, Paynter Senior Center, K's Motel and Captain Spicer's Gallery, LLC.

Strategic Committee Chair Doug Rogers presented the final action plan for Marketing/Development and a draft action plan for Financial Stability. The Financial Stability goal is to strengthen the economic sustainability of the CLDC. A copy is attached to these minutes. Board members will review and provide additional input at the next meeting. Finally, Chair Rogers provided the next strategic plan action, Regionalization. Chair Rogers asked the board to brainstorm ideas on how to collaborate with contiguous communities regarding regional economic endeavors consistent with the CLDC's mission. Audit Committee Chair Christine Powers reported that the committee met on April 7, 2022. A copy of the Audit committee meeting minutes is attached to these minutes.

Under Municipal Updates, Mayor Norma Zimmer reported that the Centennial Park seawall project should be completed by Memorial Day; construction on the River Walk should start soon, and the bid was awarded to DC Building Systems for the Mary Street reconstruction. Planning Board Chairman Doug Rogers reported that a developer is looking to establish a solar facility, and a pre-application meeting is scheduled; TILT will be providing a presentation about constructing an observation deck on the Trail; Dollar General has applied for 2 variances, and Nate Phinney (Phinn's Fender & Body) wants to expand his existing building and parking lot. Town Councilwoman Kathy LaClair reported there was nothing to report on behalf of the Town of Clayton.

The next Regular Meeting will be held June 2, 2022. On motion by Bobby Cantwell, second by Jac Stopper, the Chair declared the meeting adjourned at 5:04 p.m.

**Respectfully submitted,
Chris Bogenschutz, Assistant Secretary**

CLDC Abstract June 2022

General Checking Account

Date	Check #	Amount	Balance
			\$ 4,915.49
5/10/2022	NYS Depart of Law Charities Bureau tax filing fee	1298 \$ (50.00)	\$ 4,865.49
6/2/2022	Clayton Improvement Association May ED hours/overhead/supplies	1299 \$ (3,058.25)	\$ 1,807.24
			<u>\$ 1,807.24</u>

CLDC RBEG Account (Rural Business Enterprise Grant)

Date	Check #	Amount	Balance
			\$ 5,825.00
No account activity			\$ 5,825.00
			<u>\$ 5,825.00</u>

Reserve Account

Date	Check #	Amount	Balance
			\$ 1,771.74
No account activity			\$ 1,771.74
			<u>\$ 1,771.74</u>

ARPA Account

Date	Check #	Amount	Balance
No account activity			\$ 18,000.02
			<u>\$ 18,000.02</u>