

**Board Members Present:** Tim Petersen, Terry Thisse, Mick Lehman, Michele LeDoux (joined online at 10:12am)

**Board Members Absent:** Eric Virkler, Larry Dolhof, Tyler McDonald

**Others Present:** Joanne Witt, Megan Marolf, Kristen Aucter, Kaylee Millward, Jenna Lauraine, Amy Hawthorne, Ian Gilbert, Cassandra Buell

- I. Meeting Called to Order at 10:13 am by Tim Petersen
- II. Items for Approval

**a. Black Moose Incumbency Certificate and Resolution**

- i. LCDC Attorney, Ian Gilbert, presented a resolution to the board to sell property to Kruger (Northbrook Lyons Falls, LLC) which is a revised option that has been discussed by the board previously. The contract includes the purchase of .32 acres; which is 5% of the total parcel available of 6.85 acres. Property assessment indicates there may be money refunded due to pre-paying taxes based on the total amount before the agreement was adjusted to include only 5% of area. This over-payment should cover the filing fee for the tax return transfer.

**Motion to approve the Resolution to sell the property** pursuant to the purchase option made by Mick Lehman, seconded by Terry Thisse. All present voted in favor and the motion carried. Board members and acting secretary signed the document with the understanding that it must be submitted before closing.

**b. 2026 Staff Services Contract**

- i. Joanne Witt presented the 2026 Staff Services Contract between Naturally Lewis Inc. and the LCDC. The contract revisions include personnel changes and changes to the administrative fees for expected 2026 programs. The administrative fees are less than 2025 with the CDBG Microenterprise funding closeout in February. Staff will reapply for additional CDBG Microenterprise funding once the current contract is complete. A **motion to approve the 2026 Staff Services Agreement**

was made by Tim Petersen and seconded Terry Thisse. All present voted in favor and the motion carried.

**c. 2026 Budget Approval**

- i. The Draft 2026 budget was reviewed at LCDC's November Board meeting when presented by Cheyenne Steria. Megan Marolf reviewed the 2026 budget with the Board for final approval. Mick Lehman inquired if Directors and Officers insurance is included in the budget, staff affirmed. **A motion to approve the 2026 Budget** was made by Mick Lehman and seconded by Michele Ledoux. All present voted in favor and the motion carried.

**III. Discussion**

- a. Cassandra Buell updated the LCDC board on various projects that the County is working in partnership with Naturally Lewis on including the creation of a Blight and Revitalization taskforce, future support of the Vacant Property Revitalization program funding, potential property development projects (New Bremen Cheese Factory), Brownfield funding opportunities, and zoning to include language on vacant properties.
- b. The board discussed that BOCES will be purchasing the JCC Education Center in 2026. Michele Ledoux asked the LCDC to assist with identifying opportunities for office space for her Cornell Cooperative Extension Team as they will need to vacate the building in March/April. The LCDC board will also need to find an alternative meeting space next year. Casandra Buell mentioned that the County is working on a list of available meeting spaces to share with partners and organizations.

**IV. Adjournment**

- a. Motion to adjourn the meeting was made by Tim Petersen at 11:07 am and seconded by Terry Thisse. All present voted in favor and the motion carried. Meeting adjourned.

**Next Meeting:** LCDC Regular Board Meeting – January 8, 2026 – 10am – LC JCC Education Center (Conference Room)