COUNTY OF CLINTON INDUSTRIAL DEVELOPMENT AGENCY
ADMINISTRATIVE MATTERS RESOLUTION

A regular meeting of County of Clinton Industrial Development Agency (the "Agency") was convened in public session in the offices of the Agency located at 137 Margaret Street, Suite 209 in the City of Plattsburgh, Clinton County, New York on September 14, 2026 at 12:00 o'clock p.m., local time.

The meeting was called to order by the (Vice) Chairperson of the Agency and, upon roll being called, the following members of the board of directors of the Agency were:

PRESENT:

Trent Trahan	Chairperson
David Hoover	Vice Chairperson
Michael E. Zurlo	Secretary
Mark Leta	Assistant Secretary
Joey Trombley	Treasurer
Christine Peters, Esq.	Assistant Treasurer
John VanNatten	Member

ABSENT:

AGENCY STAFF PRESENT INCLUDED THE FOLLOWING:

Molly Ryan	Executive Director
Toni Moffat	Executive Assistant
Dorothy Brunell	Administrative Assistant
Shelise A. Marbut	Economic Development Coordinator
Christopher C. Canada, Esq.	Agency Counsel

The following resolution was offered by J. Trombley, seconded by J. VanNatten, to wit:

Resolution No. 09-26-01

RESOLUTION APPROVING CERTAIN APPOINTMENTS AND ADMINISTRATIVE MATTERS OF THE AGENCY.

WHEREAS, 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, under Section 858 of the Act, the Agency has the power to make certain appointments and approve certain administrative matters; and

WHEREAS, under Section 856 of the Act, the members of the Agency shall elect the officers of the Agency; and

WHEREAS, the members of the Agency desire to make certain appointments and approve certain administrative matters;

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

Section 1. The Agency hereby takes the following actions:

(A) Approves the appointments and the administrative matters described in Schedule A attached hereto.

(B) Approves and confirms the policies described in Schedule A attached hereto.

Section 2. The Agency hereby authorizes the Chairperson, Vice Chairperson and the Executive Director of the Agency to take all steps necessary to implement the matters described in Schedule A attached.

Section 3. 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 E. Zurlo	VOTING	Yes
Mark Leta	VOTING	Yes
Joey Trombley	VOTING	Yes
Christine Peters, Esq.	VOTING	Yes
John VanNatten	VOTING	Yes

The resolution was thereupon declared duly adopted.

[Remainder of page left blank intentionally]

STATE OF NEW YORK)
) SS.:
COUNTY OF CLINTON)

I, the undersigned (Assistant) Secretary of County of Clinton Industrial Development Agency (the "Agency"), DO HEREBY CERTIFY that I have compared the foregoing annexed extract of the minutes of the meeting of the members of the Agency, including the resolution contained therein, held on September 14, 2026 with the original thereof on file in my office, and that the same is a true and correct copy of said original and of such resolution contained therein and of the whole of said original so far as the same relates to the subject matters therein referred to.

I FURTHER CERTIFY that (A) all members of the Agency had due notice of said meeting; (B) said meeting was in all respects duly held; (C) pursuant to Article 7 of the Public Officers Law (the "Open Meetings Law"), said meeting was open to the general public, and due notice of the time and place of said meeting was duly given in accordance with such Open Meetings Law; and (D) there was a quorum of the members of the Agency present throughout said meeting.

I FURTHER CERTIFY that, as of the date hereof, the attached resolution is in full force and effect and has not been amended, repealed or rescinded.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Agency this 14th day of September, 2026.

(Assistant) Secretary

(SEAL)

SCHEDULE A

Members of the Agency:

Trent Trahan
David Hoover
Michael E. Zurlo
Mark Leta
Joey Trombley
Christine Peters, Esq.
John VanNatten

Officers of the Agency:

Trent Trahan	Chairperson
David Hoover	Vice Chairperson
Michael E. Zurlo	Secretary
Mark Leta	Assistant Secretary
Joey Trombley	Treasurer
Christine Peters, Esq.	Assistant Treasurer

Determination of Regular Agency Meeting Schedule:

Second Monday of each month

Appointment of Executive Director and Staff to the Agency:

Molly Ryan – Executive Director

Appointment of Agency Counsel:

Hodgson Russ LLP

Appointment of Bond Counsel to the Agency:

Hodgson Russ LLP

Appointment of the Bank of the Agency and Accounts:

Arrow Bank

Appointments to Governance Committee

Michael E. Zurlo – Chairperson
John VanNatten – Vice Chairperson
David Hoover – Member

Appointments to Audit Committee

Joey Trombley – Chairperson
Mark Leta – Vice Chairperson
Trent Trahan – Member
David Hoover – Member
John VanNatten – Member

Appointments to Finance Committee

Joey Trombley – Chairperson
Christine Peters, Esq. – Vice Chairperson
Trent Trahan – Member
Michael Zurlo – Member
John VanNatten – Member

Approval and Confirmation of Agency Policies:

Access to Agency Records (FOIA) Policy
Assessment of Internal Controls Policy
Bylaws
Code of Ethics
Compensation Policy
Credit Card Policy
Defense and Indemnification of Board Members Policy
Discretionary Funds Policy
Eligible Project Policy
Fee Policy
Investment Policy
Lease Policy
Loan and Credit Policy (Prohibiting Extension of Credit to Board Members/Staff)
Local Labor Policy
Open Meetings Policy
Organization Chart
Procurement Policy
Public Comment Policy
Real Property Acquisition Policy
Real Property Disposition Policy
Recapture Policy
Records Retention-Destruction Policy
Remote Access Policy
Retaliatory Action (Whistleblower Protection) Policy
Time and Attendance Policy
Travel Policy
Uniform Criteria for the Evaluation of Projects Policy
Uniform Tax Exemption Policy (UTEP)
Workforce Development Program Policy

Approval of Agreements of the Agency:

Majority of the full board of the Agency

Appointment of Contract Officer:

Molly Ryan – Executive Director

Appointment of Investment Officer:

Joey Trombley