

## Jefferson County Industrial Development Agency

800 Starbuck Avenue, Suite 800

Watertown, New York 13601

Telephone: (315) 782-5865 or (800) 553-4111 Facsimile (315) 782-7915

[www.jcida.com](http://www.jcida.com)

---

### Notice of Board Meeting

**Date:** May 24, 2018

**To:** Chairman David Converse  
John Jennings  
Robert Aliasso  
W. Edward Walldroff  
Paul Warneck  
William Johnson  
Lisa L'Huillier

**From:** Donald C. Alexander

**Re:** Notice of Board of Directors' Meeting

---

The Jefferson County Industrial Development Agency will hold a Board Meeting on **Thursday, June 7, 2018 at 8:30 a.m.** in the board room at 800 Starbuck Avenue, Watertown, NY.

Please confirm your attendance with Peggy Sampson [pssampson@jcida.com](mailto:pssampson@jcida.com) at your earliest convenience.

pss

**c:** David Zembiec  
Lyle Eaton  
Joseph Russell, Esq.  
Media

**Jefferson County Industrial Development Agency**  
800 Starbuck Avenue, Suite 800  
Watertown, New York 13601  
Telephone: (315) 782-5865 or (800) 553-4111 Facsimile (315) 782-7915  
www.jcida.com

---

**BOARD MEETING**  
**Thursday, June 7, 2018 - 8:30 a.m.**

**AGENDA**

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Privilege of the Floor**
- IV. Minutes of the Meeting of May 3, 2018**
- V. Treasurer's Report – as of May 31, 2018**
- VI. Committee Reports**
  - a. Finance Committee**
    - i. 2018-2019 Proposed Budget**
- VII. Unfinished Business**
- VIII. New Business**
  - 1. Consider Real Property Acquisition Guidelines**
  - 2. Consider Extension of Credit to Board Members and Officers**
  - 3. Little Sisters Inn**
- IX. Counsel**
  - 1. Opal Development, LLC v. JCIDA (First Student)**
- X. Adjournment**

**Jefferson County Industrial Development Agency  
Board Meeting Minutes  
May 3, 2018**

The Jefferson County Industrial Development Agency held a board meeting on Thursday, May 3, 2018 in the board room at 800 Starbuck Avenue, Watertown, NY.

**Present:** David Converse, Chair, John Jennings, William Johnson, W. Edward Walldroff, Lisa L'Huillier, Paul Warneck

**Also Present:** Donald Alexander, David Zembiec, Lyle Eaton, Peggy Sampson, Marshall Weir, Rich Duvall, and Marcus Wolf from the Watertown Daily Times

**Excused:** Robert E. Aliasso, Jr.

**Absent:** None

- I. **Call to Order:** Mr. Converse called the meeting to order at 8:17 a.m.
- II. **Privilege of the Floor:** Mr. Converse invited guests to speak. No one spoke.
- III. **Minutes:** Minutes of the regular meeting held April 5, 2018 were presented. A motion to approve the minutes as presented was made by Mr. Warneck, seconded by Mr. Johnson. All in favor. Carried.
- IV. **Treasurer's Report:** Mr. Eaton reviewed the financials for the period ending April 30, 2018 along with the delinquent loans. He reviewed notes provided by Treasurer Aliasso. Mr. Eaton mentioned Metro Paper's delinquent PILOT, but doesn't recommend any action at this time since certain things are pending. Mr. Eaton said that an arrangement was made for Wright Brothers, but reported that they are not currently complying with the arrangement. After discussion, a motion was made by Mr. Walldroff to accept the financial report of April 30, 2018 as presented, seconded by Mr. Warneck. All in favor. Carried.
- V. **Committee Reports:** None.
- VI. **Unfinished Business:**

**Executive Session** – At 8:24 a.m. motion was made by Mr. Walldroff to enter into executive session to discuss possible acquisition of property, seconded by Mr. Warneck. Staff, Board Members and JCLDC Board Member Rich Duvall remained.

At 9:04 a.m. a motion was made by Mr. Warneck to leave executive session and reconvene the regular board meeting, seconded by Mr. Johnson.

**Business Complex** – Mr. Zembiec said that we received the paperwork for the \$50,000 ESD grant for planning in addition to receiving the \$1.1M contract for development at the complex.

Mr. Alexander thanked board members for their support during the past couple of months. He also thanked staff and said how proud he is for their dedication and effectiveness during his personal challenge.

**DRAFT**

**Jefferson County Industrial Development Agency  
Board Meeting Minutes  
May 3, 2018**

- VII. New Business:** None.
- VIII. Counsel:** None.
- IX. Adjournment:** With no further business before the board, a motion to adjourn was made by Mr. Warneck, seconded by Mr. Jennings. All in favor. The meeting adjourned at 9:16 a.m.