

**Jefferson County Industrial Development Agency  
Conference Call – Board Meeting Minutes  
April 2, 2020**

Due to the COVID-19 pandemic, the Jefferson County Industrial Development Agency held their board meeting via conference call.

**Participants:**

**Board Members** – David Converse, Chair, John Jennings, Paul Warneck, Robert E. Aliasso, Jr., W. Edward Walldroff, Lisa L’Huillier, William Johnson

**Counsel** – Joseph Russell, Esq.

**Staff** – Donald Alexander, David Zembiec, Lyle Eaton, Peggy Sampson, Marshall Weir, Jay Matteson

**I. Call to Order:** Chairman Converse called the meeting to order at 9:48 a.m.

**II. New Business:**

- 1. Resolution Number 04.02.2020.01 to forgo loan payments for 90 days** – Chairman Converse read the resolution. He suggested amending the resolution by adding the following to the end of the first paragraph ‘and authorize staff to provide relief upon written request’. A motion was made by Mr. Aliasso to approve the amended resolution, seconded by Mr. Johnson. Roll call vote was taken. Mr. Converse – Yea, Mr. Walldroff – Yea, Mr. Aliasso – Yea, Mr. Jennings – Yea, Mr. Warneck – Yea, Mr. Johnson – Yea, and Ms. L’Huillier – Yea. Carried.
- 2. 146 Arsenal Street** – Mr. Alexander said that the appraisal for the building was completed. He said that Attorney Russell sent it along with notification to the appropriate state agencies which starts the 90 day clock. He reported that the building is being maintained and mentioned that County officials identified it as a possible emergency location during the pandemic.

Due to recent events, Mr. Warneck wonders if the YMCA will be able to meet their proposed schedule for fundraising and financing. He asked Mr. Eaton how much it is costing the agency monthly to maintain the building. Mr. Eaton said approximately \$30,000 and indicated that \$11,000 of it is for security. Mr. Warneck asked if we could sell the furniture. Mr. Alexander said that he has already been in contact with a commercial office furniture auction company and is looking at possibilities. Mr. Alexander said that he has been continuing conversations with the County about a possible tenant and also for the possibility of marketing the space the IDA will retain if needed. Mr. Aliasso said that the board will have to make some hard decisions soon. Mr. Alexander said he continues to keep Mr. Converse and Building & Grounds Chairman Burto up-to-date as much as possible.

Attorney Russell said that we are operating with the YMCA under the letter of intent but indicated that he spoke to their attorney last week about the purchase agreement which will need to be presented to the board when it is prepared. He did say that if the YMCA pulls out of the deal, then we keep the money and apply it to our costs.

**Jefferson County Industrial Development Agency  
Conference Call - Board Meeting Minutes  
April 2, 2020**

Mr. Walldroff asked if the appraisal came back as expected. Mr. Alexander said no and said that he considered going out for another appraisal; but on advice from counsel decided not to at this time. Attorney Russell said that we will rely on the certified appraisal which will be used as part of our justification for the sale.

- III. Adjournment:** With no further business before the board, a motion to adjourn was made by Mr. Warneck, seconded by Mr. Aliasso. All in favor. The conference call adjourned at 10:03 a.m.

**JEFFERSON COUNTY INDUSTRIAL DEVELOPMENT AGENCY**  
**Resolution Number 04.02.2020.01**

**WHEREAS**, due to the recent COVID-19 pandemic, Staff recommends board approval to forgo principal and interest payments for 90 days effective immediately for all Revolving, MICRO and CITY loans with a written request/impact statement, and

**NOW THEREFORE, BE IT RESOLVED**, by the Board of Directors of the Jefferson County Industrial Development Agency that it herein approves the recommendation, and be it further,

**RESOLVED**, that the Board of Directors authorizes Staff to vet the written request/impact statements and is directed to execute any and all documents necessary to carry out the purposes of this Resolution.

By: s/W. Edward Walldroff  
W. Edward Walldroff  
Secretary

**Roll Call Vote:**

NAME	YEA	NAY
David Converse	X	
W. Edward Walldroff	X	
Robert E. Aliasso, Jr.	X	
John Jennings	X	
Paul Warneck	X	
William Johnson	X	
Lisa L'Huillier	X	