

Notice of Board Meeting

Date: August 22, 2019

To: Chairman David Converse
W. Edward Walldroff
Robert Aliasso
Kent Burto
John Jennings
Richard Duvall
Gregory Gardner
Paul Warneck
William Johnson
Lisa L'Huillier
Christine Powers

From: Donald C. Alexander, CEO

Re: Notice of Board of Directors' Meeting

The Jefferson County Local Development Corporation will hold their Board Meeting on **Thursday, September 5, 2019 at 8:00 a.m.** in the board room at 800 Starbuck Avenue, Watertown, NY.

Please confirm your attendance with Peggy Sampson pssampson@jcida.com at your earliest convenience.

pss

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

BOARD MEETING AGENDA
Thursday, September 5, 2019 – 8:00 a.m.

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Privilege of the Floor**
- IV. Minutes of the Meeting of July 11, 2019**
- V. Treasurer's Report for July 31, 2019 and August 31, 2019**
- VI. Committee Reports**
 - a. Alternative Energy Committee**
 - b. Building and Grounds Committee**
- VII. Council Reports**
 - a. Manufacturing**
 - b. Marketing**
 - c. Jefferson County Agricultural Development**
- VIII. Unfinished Business**
- IX. Counsel**
- X. New Business**
- XI. Adjournment**

Jefferson County Local Development Corporation
Board Meeting Minutes
July 11, 2019

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The Jefferson County Local Development Corporation held their board meeting on Thursday, July 11, 2019 in the board room at 800 Starbuck Avenue, Watertown, NY.

Present: David Converse, Chair, John Jennings, Paul Warneck, Robert E. Aliasso, Jr., William Johnson, Christine Powers, Kent Burto, Lisa L’Huillier, Gregory Gardner,

Also Present: Joseph Russell, Esq., Greg Rossetti and Taymaz (TJ) Jahani Aval from OYA Solar, Marcus Wolf from the Watertown Daily Times (arrived at 8:04 a.m.), and Ed Valentine (arrived at 8:10 a.m.)

Staff Present: Donald Alexander, David Zembiec, Lyle Eaton, Peggy Sampson, Jay Matteson, Marshall Weir

Excused: None

Absent: Richard Duvall, W. Edward Walldroff

- I. **Call to Order:** Mr. Converse called the meeting to order at 8:00 a.m.
- II. **Pledge of Allegiance:** Mr. Converse asked all to stand for the Pledge of Allegiance.
- III. **Privilege of the Floor:** Mr. Converse invited guests to speak. No one spoke.
- IV. **Minutes:** Minutes of the regular meeting held June 6, 2019 were presented. A motion to approve the minutes as presented was made by Mr. Warneck, seconded by Mr. Jennings. All in favor. Carried.
- V. **Treasurer’s Report:** Mr. Aliasso reviewed the financials for the period ending June 30, 2019. Mr. Aliasso asked if we could put pressure on Acadia Energy to pay the \$1,000 outstanding receivable that is now four months past due. Mr. Eaton said there hasn’t been any response, but he will try. A motion was made by Mr. Aliasso to accept the financial report as presented, seconded by Ms. Powers. All in favor. Carried.
- VI. **Committee Reports:**
 - a. **Alternative Energy Committee** – Committee Chairman Johnson said that the committee held a joint meeting with county officials recently. He said that they discussed several items including 487 RPTL vs. JCIDA PILOT and the appraisal firm the county is using. He said that he will schedule another committee meeting soon.
 - b. **Building and Grounds Committee** – Mr. Converse said that he formed the committee to focus on the Concentrix Building (146 Arsenal Street, Watertown, NY). Committee Chairman Burto said that the committee met and indicated that they are waiting on Mr. Alexander to complete a pro-forma for square foot rates. Mr. Alexander said that the pro-forma will also look at the possibility of selling the facility or leasing/managing it. He noted that Concentrix is scheduled to vacate on September 30th or sooner.

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VII. Council Reports:

- a. **Manufacturing** – Mr. Zembiec said that we have wrapped up the safety training programs and ended up with approximately 300 participants. He said that he attended the IEDC Conference in Salt Lake City in June. He said that there were a lot of good sessions there and a lot of talk about workforce.

Mr. Valentine entered the meeting.

Mr. Zembiec said there was an interesting session on airports and economic development. He said that it's good to see what the County is doing with the airport while we are developing our business complex and how we can work together. He also heard planning approaches that may be useful in the County's next CEDS update.

- b. **Marketing** – Mr. Weir reported that the cross-border conference went well, was well attended, and the speakers and breakout sessions were outstanding. Some next steps were identified such as more engagement with Customs Officials, success stories/failures, possibly forming a LinkedIn group, and a speed networking event.

Mr. Weir said that he is working on a 'one sheet' for the Concentrix Building and indicated that he has a meeting scheduled this afternoon to discuss particulars for the second video.

- c. **Ag** – Mr. Matteson said that everyone should have received a copy of the executive summary from the Ag conference. He said that the Ag Council met this week and discussed the difficult situation with the crop systems. He said that there is a severe threat of food shortages that could be felt for the next two to three years. He said that our role is to take the broad overall look and make sure the issues are being addressed. He noted that JCBOL Chairman Scott Gray attended the meeting and will be contacting Ag and Markets and others are reaching out to the governor's office. He said that a comprehensive report will be created and indicated that all agencies are at the table and they will continue to move forward.

VIII. Unfinished Business:

- 1. **Clayton Loan Program** – Mr. Aliasso asked if any applications have been received. Mr. Alexander said no. Ms. Powers noted that the construction will start this fall and that the businesses are currently dealing with the flooding.
- 2. **Comptrollers Audit** – Mr. Alexander said that the Agency (JCIDA) has been selected for a NYS Comptrollers Audit. He has not been provided with a timeframe as of yet.
- 3. **New Loan Fund** – Mr. Johnson asked if the organization could do anything to help businesses that are currently dealing with the flooding. Mr. Warneck asked if the County is applying for the REDI Grant and if those funds could be administered by the LDC. Mr. Johnson said that the County will be applying for the grant and will speak with JCBOL Chairman Scott Gray. Mr. Matteson said that there should be funding for disaster relief.

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DRAFT

- IX. **Counsel:** None.
- X. **New Business:** None.
- XI. **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 8:35 a.m.