

Jefferson County Local Development Corporation

800 Starbuck Avenue, Suite 800

Watertown, New York 13601

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

Notice of Board Meeting

Date: August 23, 2018

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

From: Donald C. Alexander, CEO

Re: Notice of Board of Directors' Meeting

The Jefferson County Local Development Corporation will hold a Board Meeting on Thursday, September 6, 2018 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

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BOARD MEETING AGENDA

Thursday, September 6, 2018 – 8:00 a.m.

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Privilege of the Floor**
- IV. Minutes of the Meeting of August 2, 2018**
- V. Treasurer’s Report for August 31, 2018**
- VI. Committee Reports**
 - a. Loan Review Committee**
 - i. AYDM Associates LLC**
- VII. Council Reports**
 - a. Manufacturing**
 - b. Marketing**
 - c. Jefferson County Agricultural Development**
- VIII. Unfinished Business**
 - 1. Summary of Strategy Session**
- IX. Counsel**
- X. New Business**
- XI. Adjournment**

**Jefferson County Local Development Corporation
Board Meeting Minutes
August 2, 2018**

The Jefferson County Local Development Corporation held a board meeting on Thursday, August 2, 2018 at the Wellesley Island Rift Camp.

Present: David Converse, Chair, John Jennings, W. Edward Walldroff, Gregory Gardner, Paul Warneck, William Johnson, Robert E. Aliasso, Jr., Lisa L'Huillier, Richard Duvall

Also Present: Donald Alexander, David Zembiec, Lyle Eaton, Peggy Sampson, Marshall Weir, Jay Matteson, Joseph Russell, Esq., and Scott Gray (Chair of the Jeff Co Board of Legislators)

Excused: Kent Burto

Absent: None

- I. **Call to Order:** Mr. Converse called the meeting to order at 9:17 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 July 12, 2018 were presented. A motion to approve the minutes as presented was made by Mr. Aliasso, seconded by Mr. Warneck. All in favor. Carried.
- V. **Treasurer's Report:** Mr. Aliasso reviewed the financials for the period ending July 31, 2018. A motion was made by Mr. Aliasso to accept the financial report as presented, seconded by Mr. Johnson. All in favor. Carried.
- VI. **Committee Reports:** None.
- VII. **Council Reports:**

Manufacturing

Mr. Zembiec said that they have been working with the FDRLO to set up a 'workplace tour' for employers to see, understand, and appreciate jobs skills of the military.

Marketing

Mr. Weir gave an update on marketing activities, which included the RFP for the Jefferson County marketing video. He said that he received three quotes. Two of the quotes were in the \$8,000 to \$10,000 range and the other quote was \$1,000 to \$3,000. Therefore, he indicated he will award the company with the lowest quote.

Mr. Weir indicated that he worked with Mr. Matteson on the recent CFA grant application for infrastructure at the proposed Ag Park.

**Jefferson County Local Development Corporation
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Ag

2018 Document—Mr. Matteson said that he prepared and previously shared a document he created outlining the Agricultural Development Program which includes Project and Assistance Summary, A Vision for Agriculture in Jefferson County, Job Description for Jefferson County Agricultural Coordinator, and a brief history of the Jefferson County Agricultural Coordinator's Position.

Prospects—Mr. Matteson said that he recently learned of two potential dairy processing projects to be located domestically. He said that one of the projects is a dairy balancing plant, which takes raw milk and turns it into a shelf stable product. The other project is a product that has cheese in it.

Dairy Prices—Mr. Matteson noted that dairy prices continue to be horribly low and doesn't think they will go up anytime soon.

Cable/Phone Line Issue—Mr. Matteson indicated that he along with farmers are working with Spectrum to get the issue corrected.

Meat Processing Feasibility Study—Mr. Matteson said that he has reviewed the study and indicated that he will be meeting with Mike Lundy next week to formulate a plan.

VIII. Unfinished Business: None.

IX. Counsel: None.

X. New Business:

1. Donald DiMonda Board Resignation – Mr. Converse said that he received Mr. DiMonda's resignation letter which indicated that he has moved to Florida. Mr. Converse said that Mr. DiMonda was a valuable asset. Mr. Alexander will present Mr. DiMonda with a going away plaque.

XI. Adjournment: With no further business before the board, a motion to adjourn was made by Mr. Johnson, seconded by Ms. L'Huillier. All in favor. The meeting adjourned at 9:41 a.m.