

Notice of Board Meeting

Date: January 29, 2021

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

From: Chairman David Converse

Re: Notice of Board of Directors' Meeting

The Jefferson County Local Development Corporation will hold their Board Meeting on **Thursday, February 11, 2021 at 8:00 a.m.** in the board room at 800 Starbuck Avenue, Watertown, NY.

Zoom:

<https://us02web.zoom.us/j/84355250468?pwd=R0t4VjRPdGJBZDJrL2JQYVVjKytDdz09>
Meeting ID: 843 5525 0468
Passcode: 011440
1-929-205-6099 US (New York)

The live stream link will be available at www.jcida.com.

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

pss

c: David Zembiec, CEO
Marshall Weir
Lyle Eaton
Jay Matteson
Joseph Russell, Esq.
Media

BOARD MEETING AGENDA
Thursday, February 11, 2021 – 8:00 a.m.

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Privilege of the Floor**
- IV. Minutes – January 7, 2021**
- V. Treasurer’s Report – January 31, 2021**
- VI. Committee Reports**
 - a. Alternative Energy Committee**
 - b. Building and Grounds Committee**
- VII. Council Reports**
 - a. Jefferson County Agricultural Development**
 - b. Manufacturing**
 - c. Marketing**
- VIII. Unfinished Business**
- IX. Counsel**
- X. New Business**
 - 1. Consider Resolution No. 02.11.2021.01 for Clayton Distillery**
- XI. Adjournment**

DRAFT

**Jefferson County Local Development Corporation
Board Meeting Minutes
January 7, 2021**

The Jefferson County Local Development Corporation held their board meeting on Thursday, January 7, 2021 in the board room at 800 Starbuck Avenue, Watertown, NY.

Present: David Converse, Chair, W. Edward Walldroff

Zoom: William Johnson, Paul Warneck, Christine Powers, Robert E. Aliasso, Jr., Lisa L'Huillier, Kent Burto, Robert Aiken, Gregory Gardner, John Jennings

Excused: None

Absent: None

Also Present: Joseph Russell, Esq.

Zoom: Katie Benoit from 7News, Craig Fox from the Watertown Daily Times, Thomas Iorizzo

Staff Present: David Zembiec, Lyle Eaton, Marshall Weir, Jay Matteson

Zoom: Peggy Sampson

- I. Call to Order:** Mr. Converse called the meeting to order at 8:01 a.m.
- II. 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 December 3, 2020 were presented. A motion to approve the minutes as presented was made by Mr. Aiken, seconded by Ms. Powers. All in favor. Carried.
- V. Treasurer's Report:** Mr. Eaton reviewed the financials for the period ending December 31, 2020. A motion was made by Ms. Powers to accept the financial report as presented, seconded by Mr. Jennings. All in favor. Carried.
- VI. Committee Reports:**

- a. Alternative Energy Committee** – Mr. Johnson said the committee will meet via zoom next Tuesday. He said that he recently participated in a call with Amp Energy regarding a site in Clayton, NY that was most recently known as Omni Navitas.

Mr. Zembiec said that there are two new applications from US Light Energy near Carthage in the Town of Champion that will be discussed at the meeting.

Mr. Jennings asked if Loan Review will be involved in the process going forward. Mr. Johnson said that he would like them to be and indicated that they can hold joint meetings. Mr. Converse said that Mr. Aliasso is the only member on the loan review committee that is not on the energy committee, so he suggested inviting him to the energy meetings.

Mr. Warneck said that we need a firm process on how projects will flow through the Agency and indicated that it can be an agenda item for next week's committee meeting.

Mr. Converse asked if board members want to discuss the fee structure. Mr. Warneck said that we should be consistent; Mr. Johnson agreed. Mr. Jennings wanted to know what happens if a project has different parcels or when they have the same parcel. He said that developers that are going after funding are using individual parcels. Attorney Russell said that the first set of OYA projects were located in two municipalities. Board Members agreed to discuss this topic at the upcoming committee meeting.

- b. **Building and Grounds Committee** – Mr. Burto reported that the revised lease agreement with the potential tenant was sent out before the holiday, but indicated that there has been no response as of yet. He said that he, Mr. Converse and Mr. Zembiec visited the building last week to evaluate the kitchen equipment. He said that there is a proposal from Mike Lundy and Corey Lawler to purchase the kitchen equipment for \$3,000. Mr. Burto said that we will make sure they cap the utilities properly and set a timeframe for the equipment to be removed. Mr. Jennings asked who will ensure proper care. Mr. Zembiec said that Jerry Countryman will be present during removal.

Mr. Burto said that we need to determine what to do with all of the other furnishings. Mr. Warneck said that we should dispose of it in any way we can. Mr. Zembiec said that the YMCA is interested in some of it. Mr. Weir said that he can advertise on our website and with the Chamber. Mr. Zembiec said that we can reach out to schools and not-for-profits that have expressed interest as well. He said that he will keep the committee updated on the process and removal of furnishings.

c. **Loan Review Committee** –

- i. **Resolution No. 01.07.2021.01 for DiPrinzio’s Kitchen** – After review and discussion, a motion was made by Mr. Warneck to approve the attached resolution, seconded by Mr. Burto. All in favor. Carried.
- ii. **Resolution No. 01.07.2021.02 for DiPrinzio’s Market** – After review and discussion, a motion was made by Mr. Aliasso to approve the attached resolution, seconded by Ms. L’Huillier. All in favor. Carried.
- iii. **Resolution No. 01.07.2021.03 for LCO Destiny, LLC** – Mr. Warneck said the current balance is \$88,673. Mr. Aliasso pointed out that this is the same resolution the board approved six months ago and was wondering if they are waiting on the same tax refund or a new one. Mr. Eaton said he believes it is the same one. After review and discussion, a motion was made by Mr. Aliasso to approve the attached resolution, seconded by Ms. L’Huillier. All in favor. Carried.

VII. **Council Reports:**

- a. **Ag** – Mr. Matteson recognized Mr. Aiken and Mr. Gardner for their participation in the “Hope Begins” food distribution event held yesterday at JCC. He said that 500 vehicles were served, and they had to turn away over 100 vehicles. He thanked all of the sponsors of the event since it was all done through donations.

Mr. Matteson said that the next Farmers Luncheon series will be held on January 28th and will feature David Haight, Vice President of Programs with American Farmland Trust. He said that Mr. Haight will discuss what we might expect for agriculture policies from President-elect Joseph Biden.

Mr. Matteson said that he continues to work on several potential projects for meat processing.

Mr. Matteson said that there will be a soft opening soon at Cazenovia Equipment in the Ag Park. He said that he gives credit to Cazenovia Equipment and Mike Lundy for their patience during the pandemic.

Mr. Zembiec commended Mr. Matteson for his effort in organizing the food distribution event.

- b. **Manufacturing** – Mr. Zembiec said that we have been notified ‘unofficially’ of our 2020-2021 grant award from the NYS Hazard Abatement Board for just over \$5,900. He said the award is less than previous years, but indicated that we will continue to work with CITEC to schedule training programs.
- c. **Marketing** – Mr. Weir said that he has received a draft of the refreshed website and commented that he likes the new design. He said that 2021 advertising starts tomorrow and reported that he continues to inventory all advertising that we currently have.

Mr. Weir said that he is working with the Jefferson-Lewis Board of Realtors and other local economic agencies on a program to disseminate information to people on the ground.

Mr. Weir said that he will be helping Advocate Drum (FDRLO) to host a webinar next week with General Mennes. He said that Cathy Pirscuk will interview General Mennes whom is currently in Afghanistan. Mr. Zembiec said this is a new program to provide insight to the community of Fort Drum related issues.

Mr. Weir said that we are partnering with Lewis County and the Tug Hill Commission for a snowmobile impact study to promote tourism. The study will be conducted by Camoin Associates.

VIII. **Unfinished Business:** None.

IX. **Counsel:** None.

X. **New Business:**

- 1. **Lake Champlain – Lake George COVID-19 Small Business Recovery Program** – Mr. Converse said that this item has been moved to the JCIDA agenda to be discussed.

Jefferson County Local Development Corporation
Board Meeting Minutes
January 7, 2021

DRAFT

2. **COVID-19 Business Assistance Relief** – Mr. Zembiec asked the board if we should be doing something different for the businesses that don't qualify for the PPP loans. Mr. Walldroff said that the LC-LG program is a great tool that we can direct businesses to. Mr. Zembiec said that we should keep our ears open and be sensitive to the information out there.

- XI. **Adjournment:** With no further business before the board, a motion to adjourn was made by Mr. Walldroff, seconded by Mr. Warneck. All in favor. The meeting adjourned at 8:50 a.m.

Respectfully submitted,

Peggy Sampson

JEFFERSON COUNTY LOCAL DEVELOPMENT CORPORATION
Resolution Number 01.07.2021.01

**RESOLUTION FOR AUTHORIZING A LOAN FROM THE CLAYTON SMALL
BUSINESS LOAN ASSISTANCE PROGRAM TO
Shawn DiPrinzio – DiPrinzio’s Kitchen**

WHEREAS, Shawn DiPrinzio has requested a loan in the amount of Five Thousand Dollars (\$5,000.00) from the Clayton Small Business Loan Assistance Program to be used for working capital due to construction in Clayton, NY, and

WHEREAS, the Clayton Local Development Corporation has reviewed the request and recommends approval of a loan in the amount of \$5,000.00, interest only for one year, then 3% for 5 years. The loan will be unsecured and will require a personal guarantee of Shawn DiPrinzio, and

WHEREAS, on December 22, 2020 the Loan Review Committee of the Jefferson County Local Development Corporation reviewed this request and recommended approval to the full Board of Directors, and

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the Jefferson County Local Development Corporation that it herein approved the request for a Five Thousand Dollar (\$5,000.00) loan to DiPrinzio’s Kitchen with all terms and conditions as set forth in this Resolution, and be it further,

RESOLVED, that the Chairman, Vice Chairman, Secretary and/or Chief Executive Officer are authorized and directed to execute any and all documents necessary to carry out the purposes of this Resolution.

This resolution shall take effect immediately.


David J. Zembiec, CEO

JEFFERSON COUNTY LOCAL DEVELOPMENT CORPORATION
Resolution Number 01.07.2021.02

**RESOLUTION FOR AUTHORIZING A LOAN FROM THE CLAYTON SMALL
BUSINESS LOAN ASSISTANCE PROGRAM TO
Christopher DiPrinzio – DiPrinzio’s Market**

WHEREAS, Christopher DiPrinzio has requested a loan in the amount of Five Thousand Dollars (\$5,000.00) from the Clayton Small Business Loan Assistance Program to be used for working capital due to construction in Clayton, NY, and


WHEREAS, the Clayton Local Development Corporation has reviewed the request and recommends approval of a loan in the amount of \$5,000.00, interest only for one year, then 3% for 5 years. The loan will be unsecured and will require a personal guarantee of Christopher DiPrinzio, and

WHEREAS, on December 22, 2020 the Loan Review Committee of the Jefferson County Local Development Corporation reviewed this request and recommended approval to the full Board of Directors, and

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the Jefferson County Local Development Corporation that it herein approved the request for a Five Thousand Dollar (\$5,000.00) loan to DiPrinzio’s Market with all terms and conditions as set forth in this Resolution, and be it further,

RESOLVED, that the Chairman, Vice Chairman, Secretary and/or Chief Executive Officer are authorized and directed to execute any and all documents necessary to carry out the purposes of this Resolution.

This resolution shall take effect immediately.


David J. Zembiec, CEO

JEFFERSON COUNTY LOCAL DEVELOPMENT CORPORATION
Resolution Number 01.07.2021.03

**RESOLUTION FOR AUTHORIZING A MODIFICATION TO THE REVOLVING
LOAN TO
LCO DESTINY, LLC**

WHEREAS, LCO Destiny, LLC is requesting interest only from January 1, 2021 through June 1, 2021, and


WHEREAS, in anticipation of a significant tax refund, LCO Destiny, LLC will pay off the remaining balance of the loan, and

WHEREAS, Staff recommends the request to the full Board of Directors for consideration, and

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the Jefferson County Local Development Corporation that it herein approves the modification request and that all terms and conditions of the original loan remain in effect, and be it further,

RESOLVED, that the Chairman, Vice Chairman, Secretary and/or CEO are authorized and directed to execute any and all documents necessary to carry out the purposes of this Resolution.

This resolution shall take effect immediately.



David J. Zembiec
CEO

JEFFERSON COUNTY LOCAL DEVELOPMENT CORPORATION
Income Statement for the Four Month Period Ending January 31, 2021
 Prepared by Joy Nuffer, February 4, 2021

UNRECONCILED

	Current Year Budget	Year-to-Date Total	Current Month	Previous Month	Balance Remaining
Revenues					
Admin Fees	\$ 662,665.00	220,888.32	\$ 55,222.08	55,222.08	441,776.68
JC Grant Marketing	275,400.00	91,800.00	22,950.00	22,950.00	183,600.00
JC Grant Ag Program	138,720.00	34,680.00	0.00	11,560.00	104,040.00
RLF Interest Income	30,000.00	9,197.71	3,439.07	1,406.36	20,802.29
Grant Income NYS	0.00	46,963.88	0.00	24,503.88	(46,963.88)
Interest Income	3,500.00	342.94	0.00	117.27	3,157.06
Late Fee	0.00	3.00	0.00	0.00	(3.00)
Grant Income NYS-HAB	15,000.00	0.00	0.00	0.00	15,000.00
Miscellaneous Income	20,000.00	13,032.85	2,635.28	2,736.29	6,967.15
AG Conference	8,650.00	0.00	0.00	0.00	8,650.00
Total Revenues	1,153,935.00	416,908.70	84,246.43	118,495.88	737,026.30
Expenses					
Salaries	580,168.00	174,148.37	46,525.46	44,083.70	406,019.63
Benefits	242,474.00	72,162.09	20,264.68	17,357.75	170,311.91
Operations					
Marketing Program	366,798.00	111,068.55	23,521.00	25,377.30	255,729.45
AG Program	197,302.00	59,748.90	14,307.55	13,677.72	137,553.10
Office Expense	19,000.00	6,385.99	2,303.38	2,168.81	12,614.01
Payroll Processing	1,900.00	1,249.14	395.42	243.92	650.86
Office Rent	17,753.00	5,917.48	1,479.37	1,479.37	11,835.52
Project Loan Rent	55,943.00	18,647.48	4,661.87	4,661.87	37,295.52
Office Cleaning	9,000.00	3,515.72	792.68	946.52	5,484.28
Telephone	7,000.00	2,573.33	478.04	539.02	4,426.67
Equipment Rental	3,500.00	1,149.92	287.48	287.48	2,350.08
Equipment Maintenance	5,000.00	0.00	0.00	0.00	5,000.00
System Maintenance	2,500.00	857.80	214.45	214.45	1,642.20
Electric Service	3,000.00	1,006.00	0.00	352.43	1,994.00
Gas Service	3,000.00	457.16	0.00	220.93	2,542.84
Manufacturers Workshop	2,500.00	0.00	0.00	0.00	2,500.00
Business Support	5,000.00	5,000.00	0.00	0.00	0.00
Manufacturing Day	1,000.00	0.00	0.00	0.00	1,000.00
Workforce Development	2,500.00	0.00	0.00	0.00	2,500.00
Safety Training	15,000.00	0.00	0.00	0.00	15,000.00
Travel/Promotion/Meals	7,500.00	865.62	0.00	316.16	6,634.38
Staff Training & Seminars	3,000.00	295.00	150.00	0.00	2,705.00
Depreciation Distillery Equip.	3,536.00	4,714.40	1,178.69	1,178.57	(1,178.40)
Depreciation F&F	5,134.00	1,711.40	427.85	427.85	3,422.60
Board Functions	0.00	28.06	0.00	0.00	(28.06)
Dues & Publications	7,500.00	5,443.00	2,660.00	0.00	2,057.00
Legal Unrestricted	1,000.00	180.00	0.00	0.00	820.00
Accounting & Auditing	7,200.00	6,150.00	0.00	6,150.00	1,050.00
CEDS Update	7,500.00	0.00	0.00	0.00	7,500.00
Fees Expense	300.00	315.00	0.00	275.00	(15.00)
Grant Expense NYS-HAB	15,000.00	0.00	0.00	0.00	15,000.00
Covid Grant	0.00	2,500.00	0.00	0.00	(2,500.00)
Reallocated Program Expenses	(444,574.00)	(148,028.90)	(36,464.03)	(35,943.14)	(296,545.10)
Miscellaneous - Unrestricted	501.00	0.00	0.00	0.00	501.00
Total Operations	1,153,935.00	338,061.51	83,183.89	84,015.71	815,873.49
Total Revenue	1,153,935.00	416,908.70	84,246.43	118,495.88	737,026.30
Total Expenses	1,153,935.00	338,061.51	83,183.89	84,015.71	815,873.49
Net Income Over Expenditures	\$ 0.00	78,847.19	\$ 1,062.54	34,480.17	(78,847.19)

For Internal Use Only

JEFFERSON COUNTY LOCAL DEVELOPMENT CORPORATION**AG Program Expense Statement for the Four Month Period Ending January 31, 2021**

Prepared by Joy Nuffer, February 4, 2021

UNRECONCILED

	Current Year Budget	Year-to-Date Total	Current Month	Previous Month	Balance Remaining
Operations					
AG Annual Meeting	\$ 5,000.00	0.00	\$ 0.00	0.00	5,000.00
AG Office Expense	1,000.00	377.32	332.62	44.70	622.68
AG Advertising	4,000.00	1,279.88	0.00	119.88	2,720.12
AG Printed Material	1,000.00	0.00	0.00	0.00	1,000.00
AG Membership/Dues	400.00	99.00	0.00	99.00	301.00
AG Business Attraction	3,500.00	0.00	0.00	0.00	3,500.00
AG Subscriptions	200.00	0.00	0.00	0.00	200.00
AG Travel/Meals/Lodging	4,000.00	0.00	0.00	0.00	4,000.00
AG Web Site Development	2,000.00	79.80	39.90	0.00	1,920.20
AG Misc Program Expenses	1,000.00	0.00	0.00	0.00	1,000.00
Local Food Guide	800.00	0.00	0.00	0.00	800.00
Salary Overhead	88,947.00	30,791.65	7,076.92	6,775.64	58,155.35
FICA Overhead	5,337.00	1,803.42	414.93	396.25	3,533.58
Medicare Overhead	1,245.00	421.78	97.04	92.67	823.22
Health/Dental Ins Overhead	29,727.00	9,355.21	2,493.20	2,314.72	20,371.79
Retirement Overhead	8,005.00	1,827.56	424.62	406.54	6,177.44
Indirect Labor Allocation	36,520.00	12,173.28	3,043.32	3,043.32	24,346.72
Non Labor Allocated Overhead	4,621.00	1,540.00	385.00	385.00	3,081.00
Total Operations	197,302.00	59,748.90	14,307.55	13,677.72	137,553.10

JEFFERSON COUNTY LOCAL DEVELOPMENT CORPORATION**Manuf. & Business Support Expense Statement for the Four Month Period Ending January 31, 2021**

Prepared by Joy Nuffer, February 4, 2021

UNRECONCILED

	Current Year Budget	Year-to-Date Total	Current Month	Previous Month	Balance Remaining
Operations					
Manufacturers Workshop	\$ 2,500.00	0.00	\$ 0.00	0.00	2,500.00
Business Support	5,000.00	5,000.00	0.00	0.00	0.00
Manufacturing Day	1,000.00	0.00	0.00	0.00	1,000.00
Workforce Development	2,500.00	0.00	0.00	0.00	2,500.00
Safety Training	15,000.00	0.00	0.00	0.00	15,000.00
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Total Operations	26,000.00	5,000.00	0.00	0.00	21,000.00

JEFFERSON COUNTY LOCAL DEVELOPMENT CORPORATION**Marketing Program Expense Statement for the Four Month Period Ending January 31, 2021**

Prepared by Joy Nuffer, February 4, 2021

UNRECONCILED

	Current Year Budget	Year-to-Date Total	Current Month	Previous Month	Balance Remaining
Operations					
Advertising Expense	\$ 41,000.00	7,146.00	\$ 557.00	2,061.75	33,854.00
Canadian Marketing	15,000.00	0.00	0.00	0.00	15,000.00
Printed Material	2,000.00	67.00	0.00	67.00	1,933.00
Seminars Workshops Publicatio	2,000.00	0.00	0.00	0.00	2,000.00
Travel/Meals/Promotion	3,000.00	19.55	0.00	19.55	2,980.45
Public Relations	3,000.00	0.00	0.00	0.00	3,000.00
Web Site Dev & Promo Design	15,000.00	10,170.00	435.00	150.00	4,830.00
Events Sponsorship	10,250.00	3,550.00	0.00	550.00	6,700.00
Survey Monkey	200.00	0.00	0.00	0.00	200.00
Drum Country Business	5,000.00	0.00	0.00	0.00	5,000.00
Allocated Overhead	270,348.00	90,116.00	22,529.00	22,529.00	180,232.00
Total Operations	366,798.00	111,068.55	23,521.00	25,377.30	255,729.45

Jefferson County Local Development Corp
Balance Sheet
January 31, 2021

ASSETS

Current Assets		
General Checking	\$	13,704.79
Savings Account		1,214,630.39
RLF Savings		1,478,660.40
Grants Receivable Records		38,914.35
RLF Loans Receivable		472,944.00
N Grid Mkt Grant European		12,500.00
COVID Accounts Receivable		268,724.44
Clayton Loans Receivable		10,000.00
Miscellaneous Receivable		8,817.64
Prepaid Expense		7,833.76
		3,526,729.77
Total Current Assets		
Property and Equipment		
Depreciation Distillery		(99,000.00)
Accumulated Depreciation		(50,277.65)
		(149,277.65)
Total Property and Equipment		
Other Assets		
Distillery Equipment		99,000.00
Furniture & Fixtures		70,387.89
WIP Record Storage		87,029.51
		256,417.40
Total Other Assets		
Total Assets	\$	3,633,869.52

LIABILITIES AND CAPITAL

Current Liabilities		
Accounts Payable - Unrestr	\$	3,464.85
Withheld United Way		133.47
JC Grant-Marketing		183,600.00
Deferred Mkt. Grant European		12,500.00
Deferred AG Tour Fee		600.00
		200,298.32
Total Current Liabilities		
Long-Term Liabilities		
		0.00
Total Long-Term Liabilities		
Total Liabilities		200,298.32
Capital		
General Fund Bal - Unrestrict.		3,354,724.01
Net Income		78,847.19
		3,433,571.20
Total Capital		3,433,571.20
Total Liabilities & Capital	\$	3,633,869.52

Jefferson County Local Development Corp

Receivables

As of January 31, 2021

Customer	Orig Loan	Balance	Issued	Maturity	Terms	Status	Payment
JAY CANZONIER	100,000.00	46,005.20	4/26/17	7/1/2026	3%- 84 Months	Current	726.73
CLAYTON ISLAND TOU	40,000.00	40,000.00	4/29/20	5/1/2026	5%-73 Months	Current-Int only	166.67
CURRENT APPS	187,500.00	126,321.43	12/14/11	1/1/2032	5% 240 Months	Current	1,237.42
_CO DESTINY, LLC	600,000.00	88,673.83	9/29/15	10/1/2020	5%, 60 Months	Current-Int only	11,322.74 Int 370.45
WICLDC	200,000.00	114,268.54	12/1/10	1/1/2031	3%, 240 Months	Current	1,109.20
WICLDC-JAIN	98,082.50	57,675.00	9/10/18	10/1/2023	3.5% 60 Months	Current	1,784.29
Report Total		472,944.00					

**Jefferson County Local Development Corp
Aged Receivables
As of Jan 31, 2021**

Filter Criteria includes: 1) Includes Drop Shipments. Report order is by ID. Report is printed in Detail Format.

Customer ID Customer Bill To Contact Telephone 1	Invoice/CM #	Amount Due
CANZONIER JAY CANZONIER D/B/A NORTH BRANCH FAR	2086	46,005.20
		<hr/> 46,005.20
CANZONIER JAY CANZONIER D/B/A NORTH BRANCH FAR		
CLAYTON ISLAND CLAYTON ISLAND TOURS	2242	40,000.00
		<hr/> 40,000.00
CLAYTON ISLAND CLAYTON ISLAND TOURS		
CURRENT CURRENT APPLICATIONS	11-30-11 LDCRLF	126,321.43
		<hr/> 126,321.43
CURRENT CURRENT APPLICATIONS		
LCO LCO DESTINY, LLC	2013	88,673.83
		<hr/> 88,673.83
LCO LCO DESTINY, LLC		
WIC WICLDC	1907 RLF LOAN	114,268.54 57,675.00
		<hr/> 171,943.54
WIC WICLDC		
Report Total		472,944.00

**Jefferson County Local Development Corp
Aged Receivables
As of Jan 31, 2021**

Filter Criteria includes: 1) Includes Drop Shipments. Report order is by ID. Report is printed in Detail Format.

Customer ID Customer Bill To Contact Telephone 1	Invoice/CM #	Amount Due
AUBREYS AUBREYS SHOPPING CENTER	2241	10,000.00
		10,000.00
AUBREYS AUBREYS SHOPPING CENTER		
BOATHOUSE BOATHOUSE MARINE, LLC	2265	9,900.00
		9,900.00
BOATHOUSE BOATHOUSE MARINE, LLC		
BROTHERTON STEVEN BROTHERTON	2252	9,400.00
		9,400.00
BROTHERTON STEVEN BROTHERTON		
CCTI COLLEENS CHERRY TREE INN	2238	10,000.00
		10,000.00
CCTI COLLEENS CHERRY TREE INN		
CORNELIA LAURIE A. CORNELIA	2240	10,000.00
		10,000.00
CORNELIA LAURIE A. CORNELIA		
CRAFTS & DRAFTS MAIN STREET CRAFTS & DRAFTS	2256	5,000.00

**Jefferson County Local Development Corp
Aged Receivables
As of Jan 31, 2021**

Filter Criteria includes: 1) Includes Drop Shipments. Report order is by ID. Report is printed in Detail Format.

Customer ID Customer Bill To Contact Telephone 1	Invoice/CM #	Amount Due
CRAFTS & DRAFTS MAIN STREET CRAFTS & DRAFTS		5,000.00
DEMAR AMY S. DEMAR	2237	9,975.00
DEMAR AMY S. DEMAR		9,975.00
ELMER KATHLEEN ELMER	2253	10,000.00
ELMER KATHLEEN ELMER		10,000.00
FIELD FIELD OF DREAMS, LLC	2267	10,000.00
FIELD FIELD OF DREAMS, LLC		10,000.00
GOULD ROBERT L. GOULD	2234	10,000.00
GOULD ROBERT L. GOULD		10,000.00
GRAPES BUSTED GRAPES,LLC	2250	9,925.00
GRAPES BUSTED GRAPES,LLC		9,925.00

Jefferson County Local Development Corp
Aged Receivables
As of Jan 31, 2021

Filter Criteria includes: 1) Includes Drop Shipments. Report order is by ID. Report is printed in Detail Format.

Customer ID Customer Bill To Contact Telephone 1	Invoice/CM #	Amount Due
HERMAN BONNIE HERMAN	2235	10,000.00
HERMAN BONNIE HERMAN		10,000.00
MILLER GAIL W. MILLER	2236	10,000.00
MILLER GAIL W. MILLER		10,000.00
MORGIA MORGIA MASONRY	2264	10,000.00
MORGIA MORGIA MASONRY		10,000.00
NORTH BRANCH NORTH BRANCH FARMS	2262	10,000.00
NORTH BRANCH NORTH BRANCH FARMS		10,000.00
NORTHERN NORTHERN COMMERCIAL CLEANING	2263	10,000.00
NORTHERN NORTHERN COMMERCIAL CLEANING		10,000.00
NORTHROP MICHAEL NORTHROP	2245	10,000.00

**Jefferson County Local Development Corp
Aged Receivables
As of Jan 31, 2021**

Filter Criteria includes: 1) Includes Drop Shipments. Report order is by ID. Report is printed in Detail Format.

Customer ID Customer Bill To Contact Telephone 1	Invoice/CM #	Amount Due
NORTHROP MICHAEL NORTHROP		10,000.00
PAINFULL PAINFULL ACRES	2255	4,730.80
PAINFULL PAINFULL ACRES		4,730.80
RBM RBM MANUFACRURING	2233	10,000.00
RBM RBM MANUFACRURING		10,000.00
RHODES RHODES GREENHOUSES, INC	2261	10,000.00
RHODES RHODES GREENHOUSES, INC		10,000.00
SAMPSON-MELISSA MELISSA SAMPSON	2254	10,000.00
SAMPSON-MELISSA MELISSA SAMPSON		10,000.00
SKINNER SCOTT P. SKINNER	2248	10,000.00
SKINNER SCOTT P. SKINNER		10,000.00

**Jefferson County Local Development Corp
Aged Receivables
As of Jan 31, 2021**

Filter Criteria includes: 1) Includes Drop Shipments. Report order is by ID. Report is printed in Detail Format.

Customer ID Customer Bill To Contact Telephone 1	Invoice/CM #	Amount Due
THOMAS CAROL THOMAS	2243	10,000.00
THOMAS CAROL THOMAS		10,000.00
TILLSON ALISHA TILLSON	2249	9,845.31
TILLSON ALISHA TILLSON		9,845.31
WEST WINDS WEST WINDS COTTAGES & MOTEL	2259	10,000.00
WEST WINDS WEST WINDS COTTAGES & MOTEL		10,000.00
WILLS GREG WILLS	2246	10,000.00
WILLS GREG WILLS		10,000.00
WINKLER STEPHEN WINKLER	2268	9,948.33
WINKLER STEPHEN WINKLER		9,948.33

Jefferson County Local Development Corp
Aged Receivables
As of Jan 31, 2021

Filter Criteria includes: 1) Includes Drop Shipments. Report order is by ID. Report is printed in Detail Format.

Customer ID Customer Bill To Contact Telephone 1	Invoice/CM #	Amount Due
ZERO ZERO DOCK STREET, LLC	2280	10,000.00
ZERO ZERO DOCK STREET, LLC		10,000.00
Report Total		268,724.44

Jefferson County Local Development Corp
Cash Receipts Journal
For the Period From Jan 1, 2021 to Jan 31, 2021

Filter Criteria includes: Report order is by Check Date. Report is printed in Detail Format.

Date	Account ID	Transaction Ref	Line Description	Debit Amnt	Credit Amnt
1/7/21	407501 112501	5413	1/21 INTEREST MAIN STREET CRAFTS & DRAFTS	12.50	12.50
1/7/21	407501 112501	1057	3/21 INTEREST NORTHERN COMMERCIAL CLEANING	25.00	25.00
1/7/21	122025 407501 112501	4986	Invoice: 2086 1/21 INTEREST JAY CANZONIER D/B/A NORTH BRANCH FARMS	726.73	610.19 116.54
1/7/21	407501 112501	1238	1/21 INTEREST ZERO DOCK STREET, LLC	25.00	25.00
1/7/21	407501 112501	45574	1/21 INTEREST SCOTT P. SKINNER	25.00	25.00
1/7/21	407501 112501	1220	1/21 INTEREST MELISSA SAMPSON	25.00	25.00
1/7/21	122250 112501	5716	Invoice: 2252 STEVEN BROTHERTON	100.00	100.00
1/7/21	407501 112501	4987	2/21 INTEREST NORTH BRANCH FARMS	25.00	25.00
1/7/21	407501 112501	1250	1/21 INTEREST ROBERT L. GOULD	25.00	25.00
1/7/21	407501 112501	1693	1/21 INTEREST AMY S. DEMAR	25.00	25.00
1/7/21	407501 112501	3243	1/21 INTEREST MORGIA MASONRY	25.00	25.00
1/7/21	407501 112501	5704	1/21 INTEREST BONNIE HERMAN	25.00	25.00
1/7/21	407501 112501	2401	1/21 INTEREST AUBREYS SHOPPING CENTER	25.00	25.00
1/7/21	122250 112501	5399	Invoice: 2255 PAINFULL ACRES	89.50	89.50
1/7/21	122025 407501 112501	3266	Invoice: 11-30-11 LDCRLF 12/20 INTEREST CURRENT APPLICATIONS	1,237.42	708.83 528.59
1/7/21	122025 407501 112501	3260	Invoice: 1907 12/20 INTEREST WICLDC	1,109.20	817.93 291.27
1/7/21	407501 112501	3464	1/21 INTEREST LAURIE A. CORNELIA	25.00	25.00
1/7/21	125001 100001	7427	Invoice: 2306 JEFF COUNTY IDA	1,317.64	1,317.64
1/7/21	125001 100001	7425	Invoice: 2307 JEFF COUNTY IDA	55,222.08	55,222.08

Jefferson County Local Development Corp
Cash Receipts Journal
For the Period From Jan 1, 2021 to Jan 31, 2021

Filter Criteria includes: Report order is by Check Date. Report is printed in Detail Format.

Date	Account ID	Transaction Ref	Line Description	Debit Amnt	Credit Amnt
1/7/21	202401 202501 100001	1374	DUE LDC RLF DUE SHLDC MAIN STREET CRAFTS & DRAFTS	25.00	12.50 12.50
1/7/21	125001 100001	7405	Invoice: 2305 JEFF COUNTY IDA	1,317.64	1,317.64
1/14/21	407501 112501	7355	1/21 INTEREST CAROL THOMAS	25.00	25.00
1/14/21	407501 112501	1983	1/21 INTEREST RHODES GREENHOUSES, INC	25.00	25.00
1/14/21	407501 112501	268	1/21 INTEREST MICHAEL NORTHROP	125.00	125.00
1/14/21	122025 407501 112501	158355	Invoice: RLF LOAN 12/20 INTEREST WICLDC	1,784.29	1,611.37 172.92
1/14/21	407501 112501	33627210	1/21 INTEREST CLAYTON ISLAND TOURS	166.67	166.67
1/14/21	122250 407501 112501	117	Invoice: 2249 1/21-6/21 INTEREST ALISHA TILLSON	304.69	154.69 150.00
1/14/21	407501 112501	1936	1/21 INTEREST COLLEENS CHERRY TREE INN	25.00	25.00
1/21/21	407501 112501	6008	1/21 INTEREST RBM MANUFACRURING	25.00	25.00
1/21/21	407501 112501	47219	10/20, 11/20 & 12/20 INTEREST LCO DESTINY, LLC	1,111.36	1,111.36
1/21/21	122025 407501 112501	3288	Invoice: 1907 1/21 INTEREST WICLDC	1,109.20	819.98 289.22
1/21/21	202401 202501 100001	19166	DUE JCLDC RLF DUE SHLDC PAINFULL ACRES	179.69	89.85 89.84
1/28/21	122250 112501	1717	Invoice: 2237 AMY S. DEMAR	25.00	25.00
1/28/21	407501 112501	1262	2/21 INTEREST ROBERT L. GOULD	25.00	25.00
1/28/21	407501 112501	2998	3/21, 4/21, 5/21 INTEREST GREG WILLS	75.00	75.00
1/28/21	122250 112501	5753	Invoice: 2252 STEVEN BROTHERTON	100.00	100.00
1/28/21	122250 112501	5443	Invoice: 2255 PAINFULL ACRES	89.85	89.85
				<u>66,628.46</u>	<u>66,628.46</u>

Jefferson County Local Development Corp
Check Register
For the Period From Jan 1, 2021 to Jan 31, 2021

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Account	Amount
5408	1/5/21	ATLAS INTEGRATED	100001	285.00
5409	1/5/21	BLUE MOUNTAIN SPRI	100001	27.50
5410	1/5/21	CINTAS	100001	48.84
5411	1/5/21	EXCELLUS BC/BS	100001	615.68
5412	1/5/21	THE HARTFORD	100001	642.28
5413	1/5/21	JCLDC	100001	12.50
5414	1/5/21	JOHNSON NEWSPAPE	100001	550.00
5415	1/5/21	NNY ONLINE	100001	214.45
5416	1/5/21	NYS ECONOMIC DEVE	100001	2,000.00
5417	1/5/21	PROSHRED	100001	20.95
5418	1/5/21	SHELTERPOINT LIFE	100001	2,407.32
5419	1/5/21	SACKETS HARBOR LD	100001	12.50
5420	1/5/21	STATEBOOK INTERNA	100001	150.00
5421	1/5/21	SYNTELA CONFEREN	100001	51.72
5422	1/5/21	TRAVELERS CL REMIT	100001	380.00
5423	1/5/21	VERIZON WIRELESS	100001	132.74
5424	1/5/21	WB MASON CO INC.	100001	105.95
5425	1/5/21	WICLDC	100001	1,479.37
5426	1/5/21	WATERTOWN LOCAL	100001	4,661.87
5427	1/5/21	EXCELLUS BC/BS	100001	11,678.45
5428	1/5/21	EXCELLUS BC/BS	100001	780.48
5429	1/7/21	RBC WEALTH MANAG	100001	3,259.78
5430	1/14/21	BOWERS & COMPANY	100001	6,150.00
5431	1/14/21	CINTAS	100001	48.84
5432	1/14/21	DATA FACTS	100001	20.20
5433	1/14/21	FP MAILING SOLUTION	100001	156.00
5434	1/14/21	KEY BANK	100001	2,023.37
5435	1/14/21	NATIONAL GRID	100001	573.36
5436	1/14/21	SPECTRUM REACH	100001	1,456.00
5437	1/14/21	UNITED WAY OF NNY	100001	133.47
5438	1/14/21	WPBS	100001	557.00
5439	1/14/21	DAVID ZEMBIEC	100001	146.05

Jefferson County Local Development Corp
Check Register
For the Period From Jan 1, 2021 to Jan 31, 2021

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Account	Amount
5442	1/21/21	JEFFERSON COUNTY I	100001	200.00
5443	1/21/21	JCLDC	100001	89.85
5444	1/21/21	LIFETIME BENEFIT SO	100001	98.71
5445	1/21/21	NORTHERN COMMERCIAL	100001	695.00
5446	1/21/21	QUALITY PRODUCTIO	100001	39.90
5447	1/21/21	RBC WEALTH MANAG	100001	3,259.78
5448	1/21/21	SACKETS HARBOR LD	100001	89.84
5449	1/21/21	UNITED WAY OF NNY	100001	133.47
5450	1/21/21	WB MASON CO INC.	100001	134.00
5451	1/21/21	WESTELCOM	100001	426.32
5440	1/22/21	DIPRINZIO'S KITCHEN	100001	5,000.00
5441	1/22/21	DIPRINZIO'S MARKET	100001	5,000.00
Total				<u>55,948.54</u>

**Joint Meeting of JCIDA Loan Review and JCLDC Alternative Energy
Committee Meeting Minutes
January 28, 2021**

Present (Loan Review): Robert Aliasso, Chair, David Converse, John Jennings
Present (Alternative Energy): William Johnson, Paul Warneck

Also Present: David Zembiec, Marshall Weir, Lyle Eaton, Peggy Sampson, W. Edward Walldroff, Rob Aiken, Matthew Moses, Esq., Mark Richardson and Toni Popolizio from US Light Energy

The joint meeting was called to order at 10:13 a.m.

JCLDC Alternative Energy Committee Meeting:

Energy Chair Johnson said that a revised application was sent out to committee members for NY USLE Carthage SR26 B LLC.

Solitude Solar LLC (Philadelphia – Units A – D) – Mr. Warneck asked about these projects. Attorney Moses indicated that his firm has not seen the applications, but indicated that the board could consider approving a one-year PILOT since the developer is up against a March 1st deadline, then amend the PILOT to include the additional years. He said the board could induce the project at the February 11th meeting and schedule a public hearing for the end of the month and schedule a special meeting to approve the authorizing resolution. It was noted that construction on the project has already begun. Mr. Warneck said the developer has gone back and forth on whether they will utilize Section 487. Mr. Converse said that we should consider moving ahead with a one-year PILOT at a minimum and then go from there. The developer will pay the IDA the fee and be responsible for another fee for a second transaction.

Mr. Walldroff mentioned Mr. Matteson's recent council meeting that included a discussion about potential issues with land use on agricultural land. He said that we may need to handle them case by case. Mr. Converse said that the Agency is getting a lot of fees for its future. Mr. Warneck said that the smaller projects are easy to support because the grunt work is done by local zoning officials. He said that we need to have a process in place for bigger projects and may need to require newer appraisals. Mr. Zembiec said that we need to look at the UTEP to be more realistic, but said that the County is okay with our approach so far.

NY USLE Carthage SR26 A LLC and NY USLE Carthage SR26 B LLC:

Mr. Eaton said that the revised application for NY USLE Carthage SR26 B LLC will have minimal impact on the cost benefit analysis that he already prepared. He said that there is a slight increase in production and a decrease in labor. He said the sales tax is a difference of approximately \$9,000. Mr. Aliasso said that he wants more time to look at the information to vet it. Mr. Eaton said that he will update the project summaries and send them out. Mr. Warneck said that these are attractive project with ancillary benefits because there is no other use for the land.

**Joint Meeting of JCIDA Loan Review and JCLDC Alternative Energy
Committee Meeting Minutes
January 28, 2021**

JCIDA Loan Review Committee:

Call to Order: Chair Aliasso called the meeting to order at 11:05 a.m.

Pledge of Allegiance

Roth Industries, Inc. – A request for a 10-year accelerated PILOT for a 6,700 square foot addition to the existing manufacturing facility which will house a state of the art blow molding machine and a separate 10,000 square foot warehouse building and storage building to support increased contract blow molding operations as well as proprietary products.

Mr. Aliasso pointed out that the “but for” question was marked “no” but should be “yes”. He said the application is complete.

A motion was made by Mr. Converse to send the request to the full board of directors, seconded by Mr. Jennings. All in favor.

At 11:12 a.m. Mark Richardson and Toni from US Light Energy joined the meeting.

Solitude Solar LLC (Philadelphia – Units A – D)

Mr. Zembiec asked Mr. Richardson if they will continue to pursue Section 487 or consider a one-year PILOT from the Agency to meet the March 1st deadline. Mr. Richardson said that he will consult his attorney and respond before the February 11th board meeting. Mr. Aliasso said that staff can forward the request to the full board of directors if they decide to proceed with the Agency.

**NY USLE Carthage SR26 A LLC and NY USLE Carthage SR26 B LLC Application
review for PILOT requests:**

Mr. Zembiec asked Mr. Richardson about the start date and estimated completion dates in the application. Mr. Richardson said the start date will be in March or April and the estimated completion date is December 31, 2021. He said occupancy will be Q3 or Q4 of this year.

Mr. Converse left the meeting at 11:22 a.m.

Toni said the dates will be corrected and re-submitted. Mr. Zembiec also asked them to sign, date and notarize the corrected submission.

A motion was made by Mr. Jennings to move the requests to the full board of directors once we receive the corrected information, seconded by Mr. Aliasso.

Mr. Richardson and Toni left the meeting at 11:29 a.m.

**Joint Meeting of JCIDA Loan Review and JCLDC Alternative Energy
Committee Meeting Minutes
January 28, 2021**

Other/Unfinished Business:

UTEP – Mr. Zembiec said that we will need to look at revising the UTEP. Mr. Warneck said that we should also consider revising the application to include a section for alternative energy.

Mr. Zembiec indicated that some IDA's have two UTEPs. Attorney Moses said that our IDA can proceed as we have and comply with the UTEP, deviate from the UTEP (which he said most IDA's do) or amend the UTEP.

Mr. Weir left the meeting at 11:35 a.m.

Ag (from earlier discussion)

Mr. Zembiec said the ag council meeting raised the issue of getting information out there about the impacts of solar development, both good and bad. He said the council is thinking about a series of workshops for solar development that provide information for evaluation and decision making, but not to take a position or to become a forum for debate. Mr. Warneck said they should be based on global impacts, not just the impact on agriculture. Mr. Walldroff said we should have simple guidelines as part of our application. He suggested having Farmland Protection sponsor the workshops.

OYA – Mr. Zembiec said that he received a call from the Town of Orleans asking about battery storage. He said that he will follow up on it.

Adjournment: The joint meeting adjourned at 11:48 a.m.

Respectfully submitted,

Peggy Sampson

DRAFT

JEFFERSON COUNTY LOCAL DEVELOPMENT CORPORATION
Resolution Number 02.11.2021.01

WHEREAS, the distillery equipment is now fully depreciated, and CFO Lyle Eaton recommends removing it from our books and transfer ownership to Clayton Distillery, and

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the Jefferson County Local Development Corporation that it herein approves the recommendation as set forth in this Resolution, and be it further,

RESOLVED, that the Chairman, Vice Chairman, Secretary, and/or Chief Executive Officer are authorized and directed to execute any and all documents necessary to carry out the purposes of this Resolution.

This resolution shall take effect immediately.

David J. Zembiec
CEO

Jefferson County Local Development Corporation
 800 Starbuck Avenue, Suite 800
 Watertown, NY 13601
 (315) 782-5865

2020-2021 Board Attendance

Name	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep
Aiken, Robert	-	P	P	P								
Aliasso, Robert	P	P	P	P								
Burto, Kent	E	P	P	P								
Converse, David	P	P	P	P								
Gardner, Gregory	P	P	E	P								
Jennings, John	P	A	E	P								
Johnson, William	P	P	P	P								
L'Huillier, Lisa	P	P	P	P								
Powers, Christine	P	P	P	P								
Walldroff, W. Edward	P	P	P	P								
Warneck, Paul	P	P	P	P								
Totals:	9	10	9	11								
P - Present												
E - Excused												
A - Absent												