

**Jefferson County Local Development Corporation
Board Meeting Minutes
March 5, 2020**

The Jefferson County Local Development Corporation held their board meeting on Thursday, March 5, 2020 in the board room at 146 Arsenal Street, Watertown, NY.

Present: David Converse, Chair, Paul Warneck, Robert E. Aliasso, Jr., Lisa L’Huillier, W. Edward Walldroff, Christine Powers, William Johnson

Also Present: Joseph Russell, Esq., Jerry Countryman, Brian Krueger and Annette Mason from Aubertine and Currier, Abbey Buttacavoli from 7 News, Marcus Wolf and Craig Fox from the Watertown Daily Times

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

Excused: Gregory Gardner, Kent Burto, John Jennings

Absent: None

I. Call to Order: Mr. Converse called the meeting to order at 8:01 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 February 6, 2020 were presented. A motion to approve the minutes as presented was made by Mr. Warneck, seconded by Ms. Powers. All in favor. Carried.

V. Treasurer’s Report: Mr. Aliasso reviewed the financials for the period ending February 29, 2020. 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:

a. Alternative Energy Committee – Mr. Johnson said a meeting will be scheduled soon. Mr. Alexander reported that we closed on the OYA project. He said that we continue to have developers reaching out to us for potential projects. Mr. Johnson asked about the status of the Norbut project. Mr. Alexander said that the IDA is not engaged and that Norbut is proceeding on their own.

b. Building and Grounds Committee – Mr. Converse said an update will be given during the JCIDA meeting.

VII. Council Reports:

a. Ag – Mr. Matteson handed out his agricultural coordinator report. He said that he is part of a group that will be finishing up interviews for a teacher position at BOCES. He said the position will be ‘Instructor for Environment and Agriculture Academy’. He said that he will be having lunch with Great Lakes Cheese and HP Hood officials today to catch up

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and talk about the industry and to talk about their needs. Mr. Matteson reminded everyone of the upcoming Ag Conference on March 19th and March 20th and encouraged everyone to attend. He said that he has been working on proposals for opportunities in our area. Lastly, Mr. Matteson said that he is very happy with how the dairy video is being received.

- b. **Manufacturing** – Mr. Zembiec said the next meeting is scheduled for March 24th. He said that he and Marshall are scheduling a workshop for exporting resources to be held April 9th at the Hilton Garden Inn. Mr. Zembiec said that he submitted a grant last week for funding for inter-agency partnership using social media platforms to promote workforce development programs.
- c. **Marketing** – Mr. Weir said the grant Mr. Zembiec referred to will help create a landing page for all (whether you are a parent, student, looking for a job, etc.). He said they will be utilizing Facebook, YouTube, and Instagram. He noted that the export workshop will also include Lewis County and St. Lawrence County as co-sponsors. He said that he has made some website tweaks and noted that the annual report is done and is being printed. Lastly, Mr. Weir said that he has been working with David Paul whom is our Canadian outreach contact, and said that he has identified several leads/contacts.

VIII. Unfinished Business:

- 1. **Status of NYS REDI and Business Resiliency Program** – Mr. Alexander said that he continues to stay in contact with Molly Reilly from the Governor’s Office regarding the program. He said that we have received one application that will need a loan with or without the grant from the state. He said that he is continually trying to understand and develop the 5% local match. Ms. Powers asked if any information has been received by the applicants after submitting the grant applications. Mr. Alexander said it’s a slow process. Mr. Aliasso asked if we have asked for a list of applicants so we can be proactive and reach out. Mr. Alexander said that we have not asked for a list yet.

Clayton Loan Program – Ms. Powers said that the Clayton LDC meets tonight. She said that the program will be announced through the Chamber, but indicated that there hasn’t been much interest yet.

- 2. **Archive Room Project** – Ms. Sampson said the construction of the room is complete and the shelving and map tower were delivered and installed on Monday. She said she is waiting to hear from the records management consultants for their schedule to start the inventory process.

IX. Counsel: None.

X. New Business:

- 1. **Resolution Number 03.05.2020.01 for LCO Destiny LLC** – A motion was made by Mr. Warneck to approve the attached resolution, seconded by Ms. L’Huillier. Discussion ensued. Mr. Aliasso pointed out that he approved bypassing the loan review committee, so the request did not have to wait an additional month to be considered. It was noted that the request is to substitute policies. Mr. Alexander noted that they lost one of their major clients and that

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Board Meeting Minutes
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caused stress on the business. He said this modification will free up cash. On the motion, all in favor. Carried.

- XI. 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 meeting adjourned at 8:41 a.m.

JEFFERSON COUNTY LOCAL DEVELOPMENT CORPORATION
Resolution Number 03.05.2020.01

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

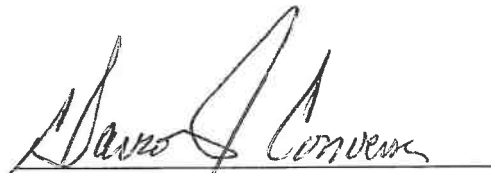
WHEREAS, a request from Lisa Weber to release our lien on the Northwest Mutual Life Insurance Policy #16819505 to be replaced by Jackson National Life Insurance Company Policy #VIRE018946 as collateral for the outstanding loan with a balance due of \$99,813.65, and

WHEREAS, this request will be contingent upon receipt of the new policy and review by staff, and

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