

**Jefferson County Local Development Corporation
Zoom Video Call – Board Meeting Minutes
April 16, 2020**

Due to the COVID-19 pandemic, the Jefferson County Local Development Corporation held their board meeting via zoom video call. The meeting was recorded for posting to the website.

I. Call to Order: Chairman Converse called the meeting to order at 9:04 a.m.

II. Roll call for attendance

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

Absent – Christine Powers, Kent Burto, Gregory Gardner

Counsel – Joseph Russell, Esq.

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

III. New Business:

1. Resolution Number 04.16.2020.01 to the COVID-19 Emergency Loan Program – Chairman Converse read the resolution. He asked for a motion to discuss. A motion was made by Mr. Warneck, seconded by Mr. Jennings.

Mr. Zembiec said that Mr. Warneck raised the question yesterday whether or not Not-for-Profit (NFP) businesses should be included as an eligible business for the program. Mr. Warneck said if you allow NFPs like churches than it can be a slippery slope and that’s his concern. Mr. Zembiec said that the SBA and North Country Alliance programs allow NFPs so it was included in the draft; but agreed that Mr. Warneck raised a valid point. Mr. Warneck said NFPs could be included in round two if the pot goes over \$200,000 and the demand grows. Mr. Walldroff agreed. Mr. Walldroff pointed out that we have a limited pool of money to work with and likes the round two approach.

Mr. Walldroff asked if agriculture will be included as an eligible business. He said he doesn’t think we’ll be able to accommodate NFPs if agriculture is included because of the volume of requests we may receive. Mr. Warneck asked if we should have a dedicated pot for agriculture. Mr. Walldroff said he doesn’t believe we have enough money to do that. He said that small family farms will utilize the \$10,000 loan because it might make a difference.

Ms. L’Huillier asked if priority will be set to direct funds or if they will be first come first serve. Mr. Alexander said they will be first come first serve. Mr. Aliasso suggested using a percentage portion for different industries. Mr. Jennings said that if Ag is included, it might be overwhelming. Mr. Walldroff suggested using \$200,000 for small business and \$200,000 for Ag. Mr. Aliasso said he would support doing 50/50 for the first round of the \$200,000. Mr. Zembiec commented that he’s not sure where the demand will be until we start receiving requests, and that we could always adjust allocations once we begin to see any trends. Mr. Warneck suggested working with our partners like the Trust for greater impact. Mr.

**Jefferson County Local Development Corporation
Zoom Video Call - Board Meeting Minutes
April 16, 2020**

Alexander said he is worried about timing and is hoping the board will give staff flexibility. After much discussion, Mr. Zembiec suggested using half of the money for small business and the other half for Ag and see where it goes. Mr. Walldroff agreed.

Mr. Warneck asked what the timeframe would look like. Mr. Eaton said he could process an individual application in one day. Mr. Warneck feels that we should act early and help the businesses now so they are ready to open back up. Mr. Alexander concurred.

Mr. Warneck made a motion to remove Not-for-Profit businesses from the loan program, seconded by Mr. Aliasso. All in favor.

Mr. Converse instructed Staff to keep the board up-to-date. Mr. Warneck asked how the program will be rolled out to the community. Mr. Weir said that he will send out a news release, use Newzjunky and social media, and upload the application to the website.

Mr. Aliasso said the process would be to have Mr. Eaton review the application and send it to Mr. Alexander and staff for approval. He said that if it is deemed acceptable then Mr. Alexander can approve it and the loan documentation will be prepared by Mr. Eaton. Mr. Eaton said that he will keep the board informed.

Mr. Aliasso asked if the board should discontinue the previously approved Clayton Loan Program. Mr. Converse said he didn't think we need to discontinue it, but noted that a business would not be approved for two loans.

Mr. Converse said that once we roll out the program, he thinks we will see enough pressure from the community for the other organizations to come on board with a program similar to ours.

Roll call vote was taken for the resolution and amended application. Mr. Converse – Yea, Mr. Walldroff – Yea, Mr. Aliasso – Yea, Mr. Burto – Absent, Mr. Jennings – Yea, Mr. Gardner – Absent, Mr. Warneck – Yea, Mr. Johnson – Yea, and Ms. L'Huillier – Yea, Ms. Powers – Absent. Carried.

- IV. Adjournment:** With no further business before the board, Mr. Converse adjourned the zoom video call. All in favor. The video call adjourned at 9:50 a.m.

JEFFERSON COUNTY LOCAL DEVELOPMENT CORPORATION
Resolution Number 04.16.2020.01

WHEREAS, due to the recent COVID-19 pandemic, Staff recommends approval of the attached application for the COVID-19 Loan Program, and

NOW THEREFORE, BE IT RESOLVED, by the Board of Directors of the Jefferson County Local Development Corporation that it herein approves the recommendation, 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.

By: s/ David J. Converse
David J. Converse
Chairman

Roll Call Vote:

NAME	YEA	NAY
David Converse	X	
W. Edward Walldroff	X	
Robert E. Aliasso, Jr.	X	
Kent Burto	Absent	
John Jennings	X	
Gregory Gardner	Absent	
Paul Warneck	X	
William Johnson	X	
Lisa L'Huillier	X	
Christine Powers	Absent	