

Notice of Board Meeting

Date: February 17, 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, March 4, 2021 at 8:00 a.m.** in the board room at 800 Starbuck Avenue, Watertown, NY.

Zoom:
<https://us02web.zoom.us/j/84355250468?pwd=R0t4VjRPdGJBZDJrL2JQYVVVjKytDdz09>
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 psampson@jcida.com at your earliest convenience.

pss

c: David Zembiec, CEO
Marshall Weir
Lyle Eaton
Jay Matteson
Media

BOARD MEETING AGENDA
Thursday, March 4, 2021 – 8:00 a.m.

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Privilege of the Floor**
- IV. Minutes – February 11, 2021**
- V. Treasurer’s Report – February 28, 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**
- XI. Adjournment**

**Jefferson County Local Development Corporation
Board Meeting Minutes
February 11, 2021**

DRAFT

The Jefferson County Local Development Corporation held their board meeting on Thursday, February 11, 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, Gregory Gardner, John Jennings

Excused: None

Absent: Rob Aiken

Also Present:

Zoom: Emily Griffin from 7News, Thomas Iorizzo, Genevieve Trigg, Kevin McAuliffe, Esq., Matt Moses, Esq., Justin Miller, Esq., Mark Richardson

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

Zoom: Joy Nuffer

- I. **Call to Order:** Mr. Converse called the meeting to order at 8:00 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 January 7, 2021 were presented. A motion to approve the minutes as presented was made by Mr. Warneck, seconded by Mr. Johnson. All in favor. Carried.
- V. **Treasurer's Report:** Mr. Aliasso reviewed the financials for the period ending January 31, 2021. 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** – Mr. Johnson reported that the committee had met and commenced a joint committee with the Loan Review committee. There had been discussion about a cost benefit analysis and whether some of the projects would actually be better off without a UTEP.
 - b. **Building and Grounds Committee** – Mr. Burto stated that the committee will be scheduling a new meeting to discuss the issues relating to the 146 Arsenal St. property. Mr. Aliasso inquired about the payment from the YMCA for the property. Mr. Converse stated he had talked with Mr. Russell about that issue.

Jefferson County Local Development Corporation
Board Meeting Minutes
February 11, 2021

DRAFT

VII. Council Reports:

- a. **Ag** – Mr. Matteson gave a brief update and stated he will be sending out an outline for the webinar series he has been working on.
- b. **Manufacturing** – Mr. Zembiec updated the Board for the Manufacturing Committee. We received a \$5,900 grant for safety training and are awaiting paperwork to put it in place.
- c. **Marketing** – Mr. Weir stated the new website will go live next week. He also reported that there is a snowmobile survey that will be going out soon looking at regional impacts and needs to grow its economic benefits across Tug Hill.

VIII. Unfinished Business: None.

IX. Counsel: None.

X. New Business:

1. Resolution No. 02.11.2021.01 for Clayton Distillery –

A motion was made by Mr. Warneck to approve the attached resolution, seconded by Mr. Aliasso. All in favor. Carried.

XI. Adjournment: With no further business before the board, a motion to adjourn was made by Mr. Burto, seconded by Mr. Aliasso. All in favor. The meeting adjourned at 8:29 a.m.

Respectfully submitted,

Joy Nuffer


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
Income Statement for the Five Month Period Ending February 28, 2021

Prepared by Joy Nuffer, February 24, 2021

UNRECONCILED

	Current Year Budget	Year-to-Date Total	Current Month	Previous Month	Balance Remaining
Revenues					
Admin Fees	\$ 662,665.00	276,110.40	\$ 55,222.08	55,222.08	386,554.60
JC Grant Marketing	275,400.00	114,750.00	22,950.00	22,950.00	160,650.00
JC Grant Ag Program	138,720.00	57,800.00	23,120.00	0.00	80,920.00
RLF Interest Income	30,000.00	11,119.68	1,921.97	3,439.07	18,880.32
Grant Income NYS	0.00	46,963.88	0.00	0.00	(46,963.88)
Interest Income	3,500.00	459.26	0.00	116.32	3,040.74
Late Fee	0.00	4.50	1.50	0.00	(4.50)
Grant Income NYS-HAB	15,000.00	0.00	0.00	0.00	15,000.00
Miscellaneous Income	20,000.00	16,269.11	3,236.26	2,635.28	3,730.89
AG Conference	8,650.00	0.00	0.00	0.00	8,650.00
Total Revenues	1,153,935.00	523,476.83	106,451.81	84,362.75	630,458.17
Expenses					
Salaries	580,168.00	219,303.30	45,154.93	46,525.46	360,864.70
Benefits	242,474.00	86,847.05	14,684.96	20,264.68	155,626.95
Operations					
Marketing Program	366,798.00	134,154.55	23,086.00	23,521.00	232,643.45
AG Program	197,302.00	74,310.23	13,761.33	15,107.55	122,991.77
Office Expense	19,000.00	6,966.77	494.84	2,389.32	12,033.23
Payroll Processing	1,900.00	1,493.06	243.92	395.42	406.94
Office Rent	17,753.00	7,396.85	1,479.37	1,479.37	10,356.15
Project Loan Rent	55,943.00	23,309.35	4,661.87	4,661.87	32,633.65
Office Cleaning	9,000.00	4,280.72	765.00	792.68	4,719.28
Telephone	7,000.00	3,142.98	452.80	594.89	3,857.02
Equipment Rental	3,500.00	1,437.40	287.48	287.48	2,062.60
Equipment Maintenance	5,000.00	990.00	990.00	0.00	4,010.00
System Maintenance	2,500.00	1,072.25	214.45	214.45	1,427.75
Electric Service	3,000.00	1,327.33	0.00	321.33	1,672.67
Gas Service	3,000.00	765.91	0.00	308.75	2,234.09
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	0.00	6,634.38
Staff Training & Seminars	3,000.00	295.00	0.00	150.00	2,705.00
Depreciation Distillery Equip.	3,536.00	4,714.40	0.00	1,178.69	(1,178.40)
Depreciation F&F	5,134.00	2,139.25	427.85	427.85	2,994.75
Board Functions	0.00	28.06	0.00	0.00	(28.06)
Dues & Publications	7,500.00	5,493.00	50.00	2,660.00	2,007.00
Legal Unrestricted	1,000.00	180.00	0.00	0.00	820.00
Accounting & Auditing	7,200.00	6,150.00	0.00	0.00	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	0.00	(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)	(184,319.23)	(36,290.33)	(36,464.03)	(260,254.77)
Miscellaneous - Unrestricted	501.00	0.00	0.00	0.00	501.00
Total Operations	1,153,935.00	410,158.85	70,464.47	84,816.76	743,776.15
Total Revenue	1,153,935.00	523,476.83	106,451.81	84,362.75	630,458.17
Total Expenses	1,153,935.00	410,158.85	70,464.47	84,816.76	743,776.15
Net Income Over Expenditures	\$ 0.00	113,317.98	\$ 35,987.34	(454.01)	(113,317.98)

For Internal Use Only

JEFFERSON COUNTY LOCAL DEVELOPMENT CORPORATION**AG Program Expense Statement for the Five Month Period Ending February 28, 2021**

Prepared by Joy Nuffer, February 24, 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	0.00	332.62	622.68
AG Advertising	4,000.00	1,279.88	0.00	0.00	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	0.00	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	0.00	39.90	1,920.20
AG Misc Program Expenses	1,000.00	0.00	0.00	0.00	1,000.00
AG Development	0.00	800.00	0.00	800.00	(800.00)
Local Food Guide	800.00	0.00	0.00	0.00	800.00
Salary Overhead	88,947.00	37,868.57	7,076.92	7,076.92	51,078.43
FICA Overhead	5,337.00	2,218.35	414.93	414.93	3,118.65
Medicare Overhead	1,245.00	518.82	97.04	97.04	726.18
Health/Dental Ins Overhead	29,727.00	11,674.71	2,319.50	2,493.20	18,052.29
Retirement Overhead	8,005.00	2,252.18	424.62	424.62	5,752.82
Indirect Labor Allocation	36,520.00	15,216.60	3,043.32	3,043.32	21,303.40
Non Labor Allocated Overhead	4,621.00	1,925.00	385.00	385.00	2,696.00
Total Operations	197,302.00	74,310.23	13,761.33	15,107.55	122,991.77

JEFFERSON COUNTY LOCAL DEVELOPMENT CORPORATION**Manuf. & Business Support Expense Statement for the Five Month Period Ending February 28, 2021**

Prepared by Joy Nuffer, February 24, 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
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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 Five Month Period Ending February 28, 2021**

Prepared by Joy Nuffer, February 24, 2021

UNRECONCILED

	Current Year Budget	Year-to-Date Total	Current Month	Previous Month	Balance Remaining
Operations					
Advertising Expense	\$ 41,000.00	7,703.00	\$ 557.00	557.00	33,297.00
Canadian Marketing	15,000.00	0.00	0.00	0.00	15,000.00
Printed Material	2,000.00	67.00	0.00	0.00	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	0.00	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	0.00	435.00	4,830.00
Events Sponsorship	10,250.00	3,550.00	0.00	0.00	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	112,645.00	22,529.00	22,529.00	157,703.00
Total Operations	366,798.00	134,154.55	23,086.00	23,521.00	232,643.45

Jefferson County Local Development Corp
Balance Sheet
February 28, 2021

ASSETS

Current Assets		
General Checking	\$	47,612.96
Savings Account		1,234,042.90
RLF Savings		1,484,390.00
Grants Receivable Records		38,914.35
RLF Loans Receivable		469,391.18
N Grid Mkt Grant European		12,500.00
COVID Accounts Receivable		268,534.94
Clayton Loans Receivable		10,000.00
Miscellaneous Recievable		7,500.00
Prepaid Expense		7,833.76
		3,580,720.09
Total Current Assets		
Property and Equipment		
Accumulated Depreciation		(50,705.50)
		(50,705.50)
Total Property and Equipment		
Other Assets		
Furniture & Fixtures		70,387.89
WIP Record Storage		87,029.51
		157,417.40
Total Other Assets		
Total Assets	\$	3,687,431.99

LIABILITIES AND CAPITAL

Current Liabilities		
JC Grant-Marketing	\$	160,650.00
JC Grant Agriculture Program		46,240.00
Deferred Mkt. Grant European		12,500.00
		219,390.00
Total Current Liabilities		
Long-Term Liabilities		
Total Long-Term Liabilities		0.00
Total Liabilities		
Capital		
General Fund Bal - Unrestrict.		3,354,724.01
Net Income		113,317.98
		3,468,041.99
Total Capital		
Total Liabilities & Capital	\$	3,687,431.99

Jefferson County Local Development Corp

Receivables

As of February 28, 2021

Customer	Orig Loan	Balance	Issued	Maturity	Terms	Status	Payment
JAY CANZONIER	100,000.00	44,780.23	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	125,609.65	12/14/11	1/1/2032	5% 240 Months	Current	1,237.42
LCO 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	56,058.93	9/10/18	10/1/2023	3.5% 60 Months	Current	1,784.29
Report Total		469,391.18					

**Jefferson County Local Development Corp
Aged Receivables
As of Feb 28, 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 FARM	2086	44,780.23
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CANZONIER JAY CANZONIER D/B/A NORTH BRANCH FAR		44,780.23
		<hr/>
CLAYTON ISLAND CLAYTON ISLAND TOURS	2242	40,000.00
		<hr/>
CLAYTON ISLAND CLAYTON ISLAND TOURS		40,000.00
		<hr/>
CURRENT CURRENT APPLICATIONS	11-30-11 LDCRLF	125,609.65
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CURRENT CURRENT APPLICATIONS		125,609.65
		<hr/>
LCO LCO DESTINY, LLC	2013	88,673.83
		<hr/>
LCO LCO DESTINY, LLC		88,673.83
		<hr/>
WIC WICLDC	1907 RLF LOAN	114,268.54 56,058.93
		<hr/>
WIC WICLDC		170,327.47
		<hr/>
Report Total		469,391.18

**Jefferson County Local Development Corp
Aged Receivables
As of Feb 28, 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
AUBREYS AUBREYS SHOPPING CENTER		10,000.00
BOATHOUSE BOATHOUSE MARINE, LLC	2265	9,900.00
BOATHOUSE BOATHOUSE MARINE, LLC		9,900.00
BROTHERTON STEVEN BROTHERTON	2252	9,400.00
BROTHERTON STEVEN BROTHERTON		9,400.00
CCTI COLLEENS CHERRY TREE INN	2238	10,000.00
CCTI COLLEENS CHERRY TREE INN		10,000.00
CORNELIA LAURIE A. CORNELIA	2240	10,000.00
CORNELIA LAURIE A. CORNELIA		10,000.00
CRAFTS & DRAFTS MAIN STREET CRAFTS & DRAFTS	2256	5,000.00

Jefferson County Local Development Corp
Aged Receivables
As of Feb 28, 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	9,825.00
GRAPES BUSTED GRAPES,LLC		9,825.00

**Jefferson County Local Development Corp
Aged Receivables
As of Feb 28, 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 Feb 28, 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	4,641.30
PAINFULL PAINFULL ACRES		4,641.30
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 Feb 28, 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 Feb 28, 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		268,534.94

**Jefferson County Local Development Corp
Cash Receipts Journal
For the Period From Feb 1, 2021 to Feb 28, 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
2/4/21	407501 112501	5000	3/21 INTEREST NORTH BRANCH FARMS	25.00	25.00
2/4/21	407501 112501	5002	4/21 INTEREST NORTH BRANCH FARMS	25.00	25.00
2/4/21	122025 407501 112501	4999	Invoice: 2086 2/21 INTEREST JAY CANZONIER D/B/A NORTH BRANCH FARMS	726.73	611.72 115.01
2/4/21	122025 407501 112501	5001	Invoice: 2086 3/21 INTEREST JAY CANZONIER D/B/A NORTH BRANCH FARMS	726.73	613.25 113.48
2/4/21	122025 407501 112501	3299	Invoice: 11-30-11 LDCRLF 1/21 INTEREST CURRENT APPLICATIONS	1,237.42	711.78 525.64
2/4/21	407501 112501	1063	4/21 INTEREST NORTHERN COMMERCIAL CLEANING	25.00	25.00
2/4/21	407501 112501	5756	2/21 INTEREST BONNIE HERMAN	25.00	25.00
2/4/21	407501 112501	7361	2/21 INTEREST CAROL THOMAS	25.00	25.00
2/4/21	125001 125001 125001 100001	7437	Invoice: 2308 Invoice: 2311 Invoice: 2312 JEFF COUNTY IDA	57,857.34	1,317.64 1,317.62 55,222.08
2/11/21	122025 407501 112501	158720	Invoice: RLF LOAN 1/21 INTEREST WICLDC	1,784.29	1,616.07 168.22
2/11/21	407501 112501	3475	2/21 INTEREST LAURIE A. CORNELIA	25.00	25.00
2/11/21	407501 112501	3476	3/21 INTEREST LAURIE A. CORNELIA	25.00	25.00
2/11/21	407501 112501	33918134	2/21 INTEREST CLAYTON ISLAND TOURS	166.67	166.67
2/11/21	407501 112501	1286	2/21 INTEREST ZERO DOCK STREET, LLC	25.00	25.00
2/11/21	122250 112501	1615	Invoice: 2250 BUSTED GRAPES,LLC	100.00	100.00
2/11/21	407501 112501	2460	2/21 INTEREST AUBREYS SHOPPING CENTER	25.00	25.00
2/11/21	407501 112501	3281	2/21 INTEREST MORGIA MASONRY	25.00	25.00
2/11/21	407501 112501	45575	2/21 INTEREST SCOTT SKINNER	25.00	25.00

**Jefferson County Local Development Corp
Cash Receipts Journal
For the Period From Feb 1, 2021 to Feb 28, 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
2/11/21	407501 112501	6022	2/21 INTEREST RBM MANUFACRURING	25.00	25.00
2/11/21	407501 112501	1984	2/21 INTEREST RHODES GREENHOUSES, INC	25.00	25.00
2/11/21	202401 202501 100001	1383	DUE JCLDC DUE SHLDC MAIN STREET CRAFTS & DRAFTS	25.00	12.50 12.50
2/11/21	260201 100101	58189	AG DISBURSEMENT FROM COUNTY JEFFERSON COUNTY TREASURER	69,360.00	69,360.00
2/18/21	407501 112501	1942	2/21 INTEREST COLLEENS CHERRY TREE INN	25.00	25.00
2/18/21	407501 112501	1228	2/21 & 3/21 INTEREST MELISSA SAMPSON	50.00	50.00
2/18/21	407501 112501	5467	2/21 INTEREST MAIN STREET CRAFTS & DRAFTS	12.50	12.50
2/18/21	407501 112501	47266	1/21 INTEREST LCO DESTINY, LLC	370.45	370.45
2/18/21	202401 202501 100001	19197	DUE JCLDC RLF DUE SHLDC PAINFULL ACRES	179.00	89.50 89.50
2/25/21	407501 412502 112501	53156999	1/21 & 2/21 INTEREST 1/21 LATE FEE KATHLEEN ELMER	51.50	50.00 1.50
2/25/21	122250 112501	5482	Invoice: 2255 PAINFULL ACRES	89.50	89.50
2/25/21	425001 100001	1863	CHECK FROM CLAYTON DISTILLERY FOR END OF GRANT TO PURCHASE EQUIPMENT JCLDC	1.00	1.00
2/25/21	125001 100001	7444	Invoice: 2313 JEFF COUNTY IDA	1,317.64	1,317.64
				<u>134,405.77</u>	<u>134,405.77</u>

Jefferson County Local Development Corp
Check Register
For the Period From Feb 1, 2021 to Feb 28, 2021

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Account	Amount
5466	2/3/21	KEY BANK	100001	3,063.55
5452	2/4/21	ADIRONDACK NOR	100001	50.00
5453	2/4/21	BLUE MOUNTAIN S	100001	27.50
5454	2/4/21	CINTAS	100001	48.84
5455	2/4/21	EXCELLUS BC/BS	100001	9,794.83
5456	2/4/21	THE HARTFORD	100001	321.14
5457	2/4/21	PROSHRED	100001	20.95
5458	2/4/21	RBC WEALTH MAN	100001	3,259.78
5459	2/4/21	STATEBOOK INTER	100001	150.00
5460	2/4/21	SYNTELA CONFERE	100001	25.02
5461	2/4/21	UNITED WAY OF NN	100001	133.47
5462	2/4/21	WELLS FARGO FIN	100001	287.48
5463	2/4/21	WICLDC	100001	1,479.37
5464	2/4/21	WATERTOWN LOC	100001	4,661.87
5465	2/4/21	EXCELLUS BC/BS	100001	479.70
5467	2/11/21	JCLDC	100001	12.50
5468	2/11/21	NATIONAL GRID	100001	630.08
5469	2/11/21	SACKETS HARBOR	100001	12.50
5470	2/11/21	VERIZON WIRELES	100001	116.85
5471	2/11/21	WB MASON CO INC.	100001	85.94
5472	2/11/21	WPBS	100001	557.00
5473	2/18/21	FARM BABE-MICHE	100001	800.00
5474	2/18/21	FP MAILING SOLUTI	100001	30.00
5475	2/18/21	JEFFERSON COUN	100001	200.00
5476	2/18/21	LIFETIME BENEFIT	100001	98.71
5477	2/18/21	NORTHERN COMME	100001	765.00
5478	2/18/21	RBC WEALTH MAN	100001	3,259.78
5479	2/18/21	UNITED WAY OF NN	100001	133.47
5480	2/18/21	WB MASON CO INC.	100001	264.84
5481	2/18/21	WESTELCOM	100001	427.78
5482	2/22/21	JCLDC	100001	89.50
5483	2/22/21	NNY ONLINE	100001	214.45

Jefferson County Local Development Corp
Check Register
For the Period From Feb 1, 2021 to Feb 28, 2021

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Account	Amount
5484	2/22/21	NORTHERN COMPU	100001	990.00
5485	2/22/21	SACKETS HARBOR	100001	89.50
5486	2/22/21	WELLS FARGO FIN	100001	287.48
Total				<u>32,868.88</u>

**Joint Meeting of JCIDA Loan Review and JCLDC Alternative Energy
Committee Meeting Minutes
February 23, 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, Jay Matteson, Lisa L'Huillier

- I. Call to Order:** Loan Review Chair Aliasso called the meeting to order at 8:01 a.m.
- II. Pledge of Allegiance**
- III. UTEP for renewable energy projects:**

Mr. Aliasso said he believes there should be a rider or amendment to the UTEP for renewable energy projects. Mr. Warneck said that he advocates for a subsection in the UTEP or a separate UTEP for alternative energy projects. He said that we should put a moratorium on accepting alternative energy project applications until the UTEP is done.

There was general discussion on individual projects for Lightstar, the Chaumont project, the Omni projects that have been put on hold, and Nexamp projects in Henderson.

Mr. Aliasso said that there should be an addendum or rider for host community agreements along with escrow. Mr. Warneck feels that the current application is lacking for alternative energy projects.

Committee members discussed the current fee structure but mentioned that it may need to be revised for larger-scale projects. Mr. Zembiec said that counsel bills clients directly. Committee members asked if Attorney Moses has billed the Omni projects and wondered if he has been paid. Mr. Zembiec said that he will inquire. Mr. Warneck suggested Mr. Eaton put together our expenses and bill Omni. Mr. Aliasso said that we could have a cancellation schedule because there should be an expiration on delay so it can't be indefinite. Mr. Warneck and Mr. Converse agree that the IDA should bill the client and pay the attorney. Mr. Zembiec said that he will ask the attorney's what their preference and will check with other IDA's.

Mr. Aliasso said there could be a section to determine if escrow is needed. He said it could be discussed at Loan Review.

Mr. Aliasso mentioned the use of farmland. He said that while we can't prohibit it, we could give negative impact in the cost benefit analysis. Mr. Matteson was asked to provide a summary to the board on how prime farmland could be defined by soil type.

Mr. Warneck said that we need to get policies in place before we consider large-scale projects. He said that he has no problem with smaller projects that already have local approvals.

**Joint Meeting of JCIDA Loan Review and JCLDC Alternative Energy
Committee Meeting Minutes
February 23, 2021**

Mr. Converse brought up the host community agreements and said that they shouldn't affect what we charge. Mr. Warneck said that once we allow them, the taxing jurisdictions will all start requesting one before they accept a PILOT. He said it's unfair to what we've done in the past.

Mr. Zembiec said the IDA will be participating in a Henderson meeting tonight. He said that he will let them know that our board is not in favor of host community agreements because they are looked at negatively at this time.

It was agreed that Mr. Zembiec will send out a marked up UTEP incorporating his suggestions and then board members can submit their suggestions.

Mr. Zembiec noted that he will not require a support letter from taxing jurisdictions for projects that follow the UTEP since it creates confusion. He said that we should require letters for projects that have already begun. He also said that we could create a one-page certification to identify whether or not a host community agreement will be used.

IV. Other/Unfinished Business:

- 1. REDI Grant Projects** – Mr. Zembiec said that he recently sent out a form letter to all 64 recipients. He said that 30 have responded and 7 of those have indicated that they are interested in financing. Mr. Zembiec asked if we should use our traditional 5% interest rate or a lower rate of 3%. Committee members agreed with using 3%.

Mr. Zembiec said that he also created a template for a letter some recipients to show they made a good faith effort to obtain the required local match.

- V. Adjournment:** A motion to adjourn the joint meeting was made by Mr. Converse, seconded by Mr. Aliasso. The joint meeting adjourned at 9:20 a.m.

Respectfully submitted,

Peggy Sampson

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	A							
Aliasso, Robert	P	P	P	P	P							
Burto, Kent	E	P	P	P	P							
Converse, David	P	P	P	P	P							
Gardner, Gregory	P	P	E	P	P							
Jennings, John	P	A	E	P	P							
Johnson, William	P	P	P	P	P							
L'Huillier, Lisa	P	P	P	P	P							
Powers, Christine	P	P	P	P	P							
Walldroff, W. Edward	P	P	P	P	P							
Warneck, Paul	P	P	P	P	P							
Totals:	9	10	9	11	10							
P - Present												
E - Excused												
A - Absent												