

Notice of Board Meeting

Date: May 20, 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, June 3, 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 pssampson@jcida.com at your earliest convenience.

pss

c: David Zembiec, CEO
Marshall Weir
Lyle Eaton
Jay Matteson
Justin Miller, Esq.
Media

BOARD MEETING AGENDA
Thursday, June 3, 2021 – 8:00 a.m.

- I. Call to Order**
- II. Pledge of Allegiance**
- III. Privilege of the Floor**
- IV. Minutes – May 6, 2021**
- V. Treasurer’s Report – May 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**
- XI. Adjournment**

**Jefferson County Local Development Corporation
Board Meeting Minutes
May 6, 2021**

DRAFT

The Jefferson County Local Development Corporation held their board meeting on Thursday, May 6, 2021 in the board room at 800 Starbuck Avenue, Watertown, NY and virtually via zoom.

Present: David Converse, Chair

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

Excused: W. Edward Walldroff

Absent: None

Also Present- John O’Driscoll

Zoom: Thomas Iorizzo, Keir Chapman (7 News), Justin Miller, Esq., Craig Fox (Watertown Daily Times), Matthew Moses, Esq.

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

- 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 April 1, 2021 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 April 30, 2021. Mr. Aliasso asked Mr. Eaton if the LCO Destiny loan principal moratorium is over and if they are current. Mr. Eaton said that he will have to check the file. During review of the check register, Mr. Aliasso asked if check number 5535 labeled as Watertown LOC is for Watertown Local Development Corporation. Mr. Eaton said yes. Mr. Aliasso asked what check number 5552 to County of Lewis was for. Ms. Sampson said it was our portion for the snowmobile study. A motion was made by Mr. Aliasso to accept the financial report as presented, seconded by Mr. Jennings. All in favor. Carried.
- VI. **Committee Reports:**
 - a. **Alternative Energy Committee –** Mr. Warneck gave the report on behalf of Mr. Johnson. He said that the committee held a joint meeting with the JCIDA Loan Review Committee. He said they reviewed an application for a proposed community solar project in Brownville and discussed incentivizing or disincentivizing the use of prime farmland for solar projects, whether community or utility size projects. Mr. Zembiec said that while some counties are choosing to incentivize (discount), the disincentivizing will add a premium cost to the develop if they choose to use prime farmland since developers are already paying the \$5,500/MW base rate willingly. Mr. Warneck said the IDA board will discuss the UTEP at the IDA meeting later today.

- b. **Building and Grounds Committee** – Mr. Burto said there is nothing new to report. Mr. Zembiec said the YMCA project is proceeding on schedule. He said construction will start in August.

VII. Council Reports:

- a. **Ag** – Mr. Matteson said that he continues to work on some small projects. He said that the dairy parade/campaign has reached the \$10,000 fundraising goal and will begin filming this weekend for the video. He said that the parade will be livestreamed by NBC Watertown.

Mr. Matteson indicated that he is working with the Watertown Rapids to setup an agricultural day at one of their home games, most likely at the end of June.

- b. **Manufacturing** – Mr. Zembiec said that he spread the word that Timeless Frames was holding a walk-in vaccine clinic. He reported that MetalCraft Marine received a federal grant that our organization supported for new manufacturing equipment. He said that grants were made by the Northern New York Community Foundation to some of the workforce partners (BOCES and WPBS) that are working to spread awareness of trade and manufacturing careers.
- c. **Marketing** – Mr. Weir said that he continues to work with the REDI Program. He indicated that there are still many cubicles available at the 146 Arsenal Street building that need to be removed by the end of the month. He said that they are now being offered to more than just not-for-profits. Mr. Weir said that the new website looks good and is working great. He reported that Cheryl Mayforth spoke about workforce on this week's radio spot.

Craig Fox joined the meeting at 8:20 a.m.

VIII. Unfinished Business:

- 1. **Deferiet Site** – Mr. Zembiec reported that NYSERDA visited the former paper mill site to gather information and assess its sustainability for solar development, and for inclusion on its list of 'Build Ready' sites.

Matthew Moses, Esq. joined the meeting at 8:22 a.m.

IX. Counsel: None.

X. New Business:

- 1. **Resolution No. 05.06.2021.01 to support childcare training and the establishment of new regulated home day care facilities in Jefferson and Lewis Counties** – Mr. Zembiec said that the lack of childcare has been recognized as a challenge for years. He said that a 2020 survey concluded that it was a top concern for employers. Mr. Zembiec said that he gives credit to Lewis County for putting together the program since home based childcare is a great need at this time. He said that we will also be helping to create businesses during the process.

Jefferson County Local Development Corporation
Board Meeting Minutes
May 6, 2021

DRAFT

It was noted that the resolution should reflect the total cost of \$45,460, not \$45,450. A motion was made by Mr. Gardner to approve the amended 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. Aiken, seconded by Ms. L'Huillier. All in favor. The meeting adjourned at 8:30 a.m.

Respectfully submitted,

Peggy Sampson

JEFFERSON COUNTY LOCAL DEVELOPMENT CORPORATION
Resolution Number 05.06.2021.01

**RESOLUTION TO SUPPORT CHILDCARE TRAINING AND THE ESTABLISHMENT OF
NEW REGULATED HOME DAY CARE FACILITIES IN JEFFERSON AND LEWIS
COUNTIES**

WHEREAS, a 2019 report by the Childcare Coordinating Council of the North Country identified 86% of North Country census tracts as childcare deserts, with inadequate childcare to meet local needs; and

WHEREAS, in Jefferson County, there are 6.7 children for each regulated childcare slot available, and 100% of the county is considered a childcare desert; and

WHEREAS, the lack of affordable childcare is an impediment to many people entering the workforce; and

WHEREAS, a 2020 survey of businesses across the 7-county North Country region, identified childcare as a top priority by employers, who indicated this was a pre-COVID issue impeding recruitment efforts and affecting employee attendance, and that it was exacerbated by the pandemic; and

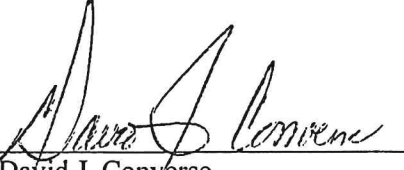
WHEREAS, in addition to addressing a community need and workforce issue, the establishment of regulated home-based day care facilities will increase the number of locally-owned small businesses; now therefore be it

RESOLVED, that the Jefferson County Local Development Corporation (JCLDC) agrees to join with Lewis County Economic Development in a proposal they have developed in partnership with the Community Action Planning Council, Jefferson Community College, the Small Business Development Center, and Lewis County Planning Department to support the *North Country Regulated Home Day Care Training Bootcamp*; and be it further

RESOLVED, that the JCLDC will pay \$24,230 for its portion of the \$45,460 total cost to administer this program in its first year of operation; 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. Converse
Chairman

JEFFERSON COUNTY LOCAL DEVELOPMENT CORPORATION**Income Statement for the Eight Month Period Ending May 31, 2021**

Prepared by Joy Nuffer, May 26, 2021

UNRECONCILED

	Current Year Budget	Year-to-Date Total	Current Month	Previous Month	Balance Remaining
Revenues					
Admin Fees	\$ 662,665.00	441,776.64	\$ 55,222.08	55,222.08	220,888.36
JC Grant Marketing	275,400.00	183,600.00	22,950.00	22,950.00	91,800.00
JC Grant Ag Program	138,720.00	92,480.00	11,560.00	11,560.00	46,240.00
RLF Interest Income	30,000.00	19,092.97	2,198.83	2,154.94	10,907.03
Grant Income NYS	0.00	42,569.79	0.00	(4,394.09)	(42,569.79)
Interest Income	3,500.00	792.65	0.00	112.18	2,707.35
Late Fee	0.00	16.75	3.00	6.00	(16.75)
Grant Income NYS-HAB	15,000.00	0.00	0.00	0.00	15,000.00
Miscellaneous Income	20,000.00	25,494.52	2,615.26	3,952.92	(5,494.52)
AG Conference	8,650.00	0.00	0.00	0.00	8,650.00
Dairy Parade	0.00	6,150.00	3,250.00	2,900.00	(6,150.00)
Total Revenues	1,153,935.00	811,973.32	97,799.17	94,464.03	341,961.68
Expenses					
Salaries	580,168.00	350,184.43	37,388.78	56,083.17	229,983.57
Benefits	242,474.00	135,315.15	14,741.81	19,061.08	107,158.85
Operations					
Marketing Program	366,798.00	211,999.33	24,086.00	26,735.90	154,798.67
AG Program	197,302.00	122,420.18	14,519.10	18,971.68	74,881.82
Office Expense	19,000.00	8,176.48	129.84	568.95	10,823.52
Payroll Processing	1,900.00	2,325.01	237.70	356.55	(425.01)
Office Rent	17,753.00	11,834.96	1,479.37	1,479.37	5,918.04
Project Loan Rent	55,943.00	37,294.96	4,661.87	4,661.87	18,648.04
Office Cleaning	9,000.00	6,952.60	862.68	862.68	2,047.40
Telephone	7,000.00	4,935.95	464.41	599.72	2,064.05
Equipment Rental	3,500.00	2,299.84	287.48	287.48	1,200.16
Equipment Maintenance	5,000.00	2,953.68	726.18	337.50	2,046.32
System Maintenance	2,500.00	1,715.60	214.45	214.45	784.40
Electric Service	3,000.00	2,555.77	0.00	258.76	444.23
Gas Service	3,000.00	1,255.86	0.00	182.72	1,744.14
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	912.09	0.00	0.00	6,587.91
Staff Training & Seminars	3,000.00	295.00	0.00	0.00	2,705.00
Depreciation Distillery Equip.	3,536.00	5,072.41	0.00	0.00	(1,536.41)
Depreciation F&F	5,134.00	7,567.05	1,256.70	1,256.70	(2,433.05)
Board Functions	0.00	28.06	0.00	0.00	(28.06)
Dues & Publications	7,500.00	6,289.00	796.00	0.00	1,211.00
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)	(297,568.60)	(36,414.20)	(40,420.96)	(147,005.40)
Miscellaneous - Unrestricted	501.00	0.00	0.00	0.00	501.00
Total Operations	1,153,935.00	638,959.81	65,438.17	91,497.62	514,975.19
Total Revenue	1,153,935.00	811,973.32	97,799.17	94,464.03	341,961.68
Total Expenses	1,153,935.00	638,959.81	65,438.17	91,497.62	514,975.19
Net Income Over Expenditures	\$ 0.00	173,013.51	\$ 32,361.00	2,966.41	(173,013.51)

For Internal Use Only

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

Prepared by Joy Nuffer, May 26, 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	484.24	0.00	0.00	515.76
AG Advertising	4,000.00	1,814.88	0.00	0.00	2,185.12
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	52.14	0.00	0.00	3,947.86
Dairy Parade	0.00	1,633.82	594.00	1,039.82	(1,633.82)
AG Web Site Development	2,000.00	199.50	39.90	39.90	1,800.50
AG Misc Program Expenses	1,000.00	0.00	0.00	0.00	1,000.00
AG Development	0.00	800.00	0.00	0.00	(800.00)
Local Food Guide	800.00	0.00	0.00	0.00	800.00
Salary Overhead	88,947.00	62,637.79	7,076.92	10,615.38	26,309.21
FICA Overhead	5,337.00	3,670.62	414.93	622.40	1,666.38
Medicare Overhead	1,245.00	858.46	97.04	145.56	386.54
Health/Dental Ins Overhead	29,727.00	19,004.82	2,443.37	2,443.37	10,722.18
Retirement Overhead	8,005.00	3,738.35	424.62	636.93	4,266.65
Indirect Labor Allocation	36,520.00	24,346.56	3,043.32	3,043.32	12,173.44
Non Labor Allocated Overhead	4,621.00	3,080.00	385.00	385.00	1,541.00
Total Operations	197,302.00	122,420.18	14,519.10	18,971.68	74,881.82

JEFFERSON COUNTY LOCAL DEVELOPMENT CORPORATION
Manuf. & Business Support Expense Statement for the Eight Month Period Ending May 31, 2021
 Prepared by Joy Nuffer, May 26, 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
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 Eight Month Period Ending May 31, 2021**

Prepared by Joy Nuffer, May 26, 2021

UNRECONCILED

	Current Year Budget	Year-to-Date Total	Current Month	Previous Month	Balance Remaining
Operations					
Advertising Expense	\$ 41,000.00	12,970.70	\$ 557.00	1,771.90	28,029.30
Canadian Marketing	15,000.00	0.00	0.00	0.00	15,000.00
Printed Material	2,000.00	1,044.44	0.00	0.00	955.56
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	11,182.64	0.00	435.00	3,817.36
Events Sponsorship	10,250.00	6,550.00	1,000.00	2,000.00	3,700.00
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	180,232.00	22,529.00	22,529.00	90,116.00
Total Operations	366,798.00	211,999.33	24,086.00	26,735.90	154,798.67

Jefferson County Local Development Corp
Balance Sheet
May 31, 2021

ASSETS

Current Assets		
General Checking	\$	59,728.45
Savings Account		1,194,192.00
RLF Savings		1,507,931.70
Grants Receivable Records		20,073.26
RLF Loans Receivable		455,471.15
N Grid Mkt Grant European		12,500.00
COVID Accounts Receivable		267,083.10
Clayton Loans Receivable		10,000.00
Miscellaneous Recievable		7,500.00
LHI Records Storage		87,029.51
Prepaid Expense		7,833.76
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Total Current Assets		3,629,342.93
Property and Equipment		
Accumulated Depreciation		(56,133.30)
		<hr/>
Total Property and Equipment		(56,133.30)
Other Assets		
Furniture & Fixtures		70,387.89
		<hr/>
Total Other Assets		70,387.89
		<hr/>
Total Assets	\$	<u><u>3,643,597.52</u></u>

LIABILITIES AND CAPITAL

Current Liabilities		
JC Grant-Marketing	\$	91,800.00
JC Grant Agriculture Program		11,560.00
Deferred Mkt. Grant European		12,500.00
		<hr/>
Total Current Liabilities		115,860.00
Long-Term Liabilities		
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Total Long-Term Liabilities		0.00
		<hr/>
Total Liabilities		115,860.00
Capital		
General Fund Bal - Unrestrict.		3,354,724.01
Net Income		173,013.51
		<hr/>
Total Capital		3,527,737.52
		<hr/>
Total Liabilities & Capital	\$	<u><u>3,643,597.52</u></u>

Jefferson County Local Development Corp

Receivables

As of May 31, 2021

Customer	Orig Loan	Balance	Issued	Maturity	Terms	Status	Payment
JAY CANZONIER	100,000.00	43,549.13	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	122,732.73	12/14/11	1/1/2032	5% 240 Months	Current	1,237.42
DIPRINZIO'S KITCHEN	5,000.00	5,000.00	1/22/21	2/1/2027	3%, 60 Months	Current-Int only	12.50
DIPRINZIO'S MARKET	5,000.00	5,000.00	1/22/21	2/1/2027	3%, 60 Months	Current-Int only	12.50
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	110,968.08	12/1/10	1/1/2031	3%, 240 Months	Current	1,109.20
WICLDC-JAIN	98,082.50	49,547.38	9/10/18	10/1/2023	3.5% 60 Months	Current	1,784.29
Report Total		465,471.15					

**Jefferson County Local Development Corp
Aged Receivables
As of May 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 FA	2086	43,549.13
		<hr/>
CANZONIER JAY CANZONIER D/B/A NORTH BRANCH FA		43,549.13
		<hr/>
CLAYTON ISLAND CLAYTON ISLAND TOURS	2242	40,000.00
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CLAYTON ISLAND CLAYTON ISLAND TOURS		40,000.00
		<hr/>
CURRENT CURRENT APPLICATIONS	11-30-11 LDCRLF	122,732.73
		<hr/>
CURRENT CURRENT APPLICATIONS		122,732.73
		<hr/>
LCO LCO DESTINY, LLC	2013	88,673.83
		<hr/>
LCO LCO DESTINY, LLC		88,673.83
		<hr/>
WIC WICLDC	1907 RLF LOAN	110,968.08 49,547.38
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WIC WICLDC		160,515.46
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Report Total		455,471.15

Jefferson County Local Development Corp
Clayton Loan Fund
As of May 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
DIPRINZIO KITCHEN DIPRINZIO'S KITCHEN	2309	5,000.00
		5,000.00
DIPRINZIO MARKET DIPRINZIO'S MARKET	2310	5,000.00
		5,000.00
Report Total		10,000.00

Jefferson County Local Development Corp
COVID Receivables
As of May 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
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	8,922.74
BROTHERTON STEVEN BROTHERTON		8,922.74
CCTI COLLEENS CHERRY TREE INN	2238	10,000.00
CCTI COLLEENS CHERRY TREE INN		10,000.00
CORNELIA LAURIE A. CORNELIA	2240	9,845.31
CORNELIA LAURIE A. CORNELIA		9,845.31
CRAFTS & DRAFTS MAIN STREET CRAFTS & DRAFTS	2256	5,000.00

**Jefferson County Local Development Corp
 COVID Receivables
 As of May 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	10,000.00
DEMAR AMY S. DEMAR		10,000.00
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	9,649.55
GRAPES BUSTED GRAPES,LLC		9,649.55

Jefferson County Local Development Corp
COVID Receivables
As of May 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	9,820.00
NORTHERN NORTHERN COMMERCIAL CLEANING		9,820.00
NORTHROP MICHAEL NORTHROP	2245	10,000.00

Jefferson County Local Development Corp
COVID Receivables
As of May 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	4,461.63
PAINFULL PAINFULL ACRES		4,461.63
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
COVID Receivables
As of May 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	9,690.23
WILLS GREG WILLS		9,690.23
WINKLER STEPHEN WINKLER	2268	9,948.33
WINKLER STEPHEN WINKLER		9,948.33

**Jefferson County Local Development Corp
COVID Receivables
As of May 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		267,083.10

Jefferson County Local Development Corp
Cash Receipts Journal
For the Period From May 1, 2021 to May 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
5/6/21	122250 407501 112501	8469	Invoice: 2240 6/21 INTEREST LAURIE A. CORNELIA	179.69	154.69 25.00
5/6/21	122250 112501	1084	Invoice: 2263 NORTHERN COMMERCIAL CLEANING	180.00	180.00
5/6/21	407501 112501	2619	5/21 INTEREST AUBREYS SHOPPING CENTER	25.00	25.00
5/6/21	407501 112501	5572	5/21 INTEREST MAIN STREET CRAFTS & DRAFTS	12.50	12.50
5/6/21	407501 112501	47389	4/21 INTEREST LCO DESTINY, LLC	370.45	370.45
5/6/21	407501 112501	1446	5/21 INTEREST ZERO DOCK STREET, LLC	25.00	25.00
5/6/21	407501 112501	5949	5/21 INTEREST BONNIE HERMAN	25.00	25.00
5/6/21	407501 112501	3340	5/21 INTEREST MORGIA MASONRY	25.00	25.00
5/6/21	407501 112501	6071	5/21 INTEREST RBM MANUFACRURING	25.00	25.00
5/6/21	125001 100001	7505	Invoice: 2328 JEFF COUNTY IDA	55,222.08	55,222.08
5/6/21	125001 100001	4125	Invoice: 2329 NORTH COUNTRY INSURANCE	250.00	250.00
5/6/21	125001 100001	094218	Invoice: 2330 MONROE TRACTOR & IMPLEMENT	500.00	500.00
5/6/21	125001 100001	079674	Invoice: 2331 GOLD STAR FEED AND GRAIN	500.00	500.00
5/6/21	202401 202501 100001	1402	DUE JCLDC RLF DUE SHLDC MAIN STREET CRAFTS & DRAFTS	25.00	12.50 12.50
5/13/21	407501 112501	53782844	5/21 INTEREST KATHLEEN ELMER	25.00	25.00
5/13/21	122025 407501 112501	3423	Invoice: 1907 5/21 INTEREST WICLDC	1,109.20	828.21 280.99
5/13/21	407501 112501	34838397	5/21 INTEREST CLAYTON ISLAND TOURS	166.67	166.67
5/13/21	122025 407501 112501	159637	Invoice: RLF LOAN 5/21 INTEREST WICLDC	1,784.29	1,635.01 149.28

Jefferson County Local Development Corp
Cash Receipts Journal
For the Period From May 1, 2021 to May 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
5/13/21	125001 100001	7517	Invoice: 2332 JEFF COUNTY IDA	1,319.59	1,319.59
5/20/21	202401 202501 100001	1404	DUE JCLDC DUE SHLDC MAIN STREET CRAFTS & DRAFTS	25.00	12.50 12.50
5/20/21	125001 100001	023224	Invoice: 2333 POULIN GRAIN	500.00	500.00
5/20/21	125001 100001	127437	Invoice: 2334 CAZENOVIA EQUIPMENT CO., INC.	1,000.00	1,000.00
5/20/21	407501 112501	5595	6/21 INTEREST MAIN STREET CRAFTS & DRAFTS	12.50	12.50
5/20/21	407501 112501	1250	6/21 INTEREST MELISSA SAMPSON	25.00	25.00
5/20/21	122025 407501 112501	3428	Invoice: 11-30-11 LDCRLF 5/21 INTEREST CURRENT APPLICATIONS	1,237.42	723.72 513.70
5/20/21	407501 412502 112501	2056	4/21, 5/21, 6/21 INTEREST LATE FEE RHODES GREENHOUSES, INC	78.00	75.00 3.00
5/27/21	122250 407501 112501	5810	Invoice: 2252 INTEREST STEVEN BROTHERTON	200.00	177.26 22.74
5/27/21	122250 407501 112501	1640	Invoice: 2250 7/21 INTEREST BUSTED GRAPES,LLC	200.00	175.45 24.55
5/27/21	407501 112501	47418	5/21 INTEREST LCO DESTINY, LLC	370.45	370.45
5/27/21	125001 100001	7530	Invoice: 2335 JEFF COUNTY IDA	1,295.67	1,295.67
5/27/21	125001 100001	2840014136	Invoice: 2336 FARM CREDIT EAST	500.00	500.00
				<u>67,213.51</u>	<u>67,213.51</u>

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

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Account	Amount
5568	5/6/21	ADVANCED BUSINE	100001	386.78
5569	5/6/21	BLUE MOUNTAIN S	100001	40.50
5570	5/6/21	EXCELLUS BC/BS	100001	547.69
5571	5/6/21	THE HARTFORD	100001	261.11
5572	5/6/21	JCLDC	100001	12.50
5573	5/6/21	NATIONAL GRID	100001	441.48
5574	5/6/21	NNY ONLINE	100001	214.45
5575	5/6/21	PROSHRED	100001	21.58
5576	5/6/21	SACKETS HARBOR	100001	12.50
5577	5/6/21	STATEBOOK INTER	100001	150.00
5578	5/6/21	SYNTELA CONFERE	100001	21.28
5579	5/6/21	VERIZON WIRELES	100001	125.82
5580	5/6/21	WICLDC	100001	1,479.37
5581	5/6/21	EXCELLUS BC/BS	100001	390.24
5582	5/6/21	WATERTOWN LOC	100001	4,661.87
5583	5/6/21	EXCELLUS BC/BS	100001	10,736.64
5584	5/13/21	BPAS	100001	1,541.00
5585	5/13/21	CINTAS	100001	48.84
5586	5/13/21	KEY BANK	100001	473.18
5587	5/13/21	NORTHERN COMPU	100001	339.40
5588	5/13/21	RBC WEALTH MAN	100001	2,560.68
5589	5/13/21	SPECTRUM REACH	100001	1,214.90
5590	5/13/21	UNITED WAY OF NN	100001	95.00
5591	5/13/21	WPBS	100001	1,557.00
5592	5/14/21	WATERTOWN ROT	100001	286.00
5593	5/14/21	POLAR FLAME PER	100001	219.00
5594	5/20/21	CINTAS	100001	48.84
5595	5/20/21	JCLDC	100001	12.50
5596	5/20/21	NORTHERN COMME	100001	765.00
5597	5/20/21	QUALITY PRODUCT	100001	39.90
5598	5/20/21	SAM'S CLUB	100001	92.90
5599	5/20/21	SACKETS HARBOR	100001	12.50

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

Filter Criteria includes: Report order is by Date.

Check #	Date	Payee	Cash Account	Amount
5600	5/20/21	WESTELCOM	100001	443.13
5601	5/27/21	LIFETIME BENEFIT	100001	176.26
5602	5/27/21	MACNY	100001	510.00
5603	5/27/21	RBC WEALTH MAN	100001	2,560.68
5604	5/27/21	RBM MANUFACTUR	100001	375.00
5605	5/27/21	UNITED WAY OF NN	100001	95.00
5606	5/27/21	WB MASON CO INC.	100001	36.94
5607	5/27/21	WELLS FARGO FIN	100001	287.48
Total				<u>33,294.94</u>

**Joint Meeting of JCIDA Loan Review and JCLDC Alternative Energy
Committee Meeting Minutes
May 18, 2021**

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

Excused: None

Also Present: David Zembiec, Marshall Weir, Peggy Sampson, Rob Aiken, Alexis Bruening
from WWNV 7/News

- I. Call to Order:** Loan Review Chair Aliasso called the meeting to order at 8:01 a.m.
- II. Pledge of Allegiance**
- III. Other/Unfinished Business:**
 - 1. Draft UTEP** – Mr. Aliasso said that Mr. Zembiec sent out the most recent draft of the UTEP for the joint committee to review. He said that each section will be reviewed today.

Mr. Zembiec said that he used an introduction that is easier to read and follow. He said that he rearranged some of the subsections so that the abatement descriptions are grouped together and come after the introduction, followed by the process.

Mr. Aliasso suggested changing the rated capacity of less than 25 megawatts to 20 megawatts in Section A. Real Property Tax Abatements, subsection 2) Renewable Energy Projects. Mr. Warneck commented that he does not think that we should reference the Office of Renewable Energy Siting (ORES) and pointed out that anything above the 20 megawatts will be a deviation. Mr. Zembiec said that according to ORES, projects 25MW and greater are mandated to go through their siting process. A developer with a project between 20 – 25 megawatts can opt in. Mr. Warneck asked if we have the authority to qualify a project as a deviation if we are uncomfortable with it, which would leave the decision to the taxing jurisdictions. Mr. Zembiec said that he will check with Attorney Miller.

Mr. Zembiec pointed out that #15 under the Evaluation Criteria states that ‘any other pertinent reasons deemed relevant by the Agency provided said reasons are set further in writing’. He said that it will be simpler to change the megawatt threshold rather than tie our UTEP to an outside organization’s process, such as ORES.

After discussion, committee members agreed to change the megawatt threshold to under 20.

**Joint Meeting of JCIDA Loan Review and JCLDC Alternative Energy
Committee Meeting Minutes
May 18, 2021**

Mr. Jennings asked if there is any concern that we are leaning more towards solar than wind. Mr. Zembiec said that he used the term ‘renewable energy projects’ which covers all categories such as solar, wind, hydro, etc. He said that he will add the categories in parenthesis after the renewable energy project title.

Mr. Warneck asked if we should keep a fixed PILOT term or have flexibility for renewable projects. Committee decided not to make a change.

Mr. Aliasso reviewed the Deviations section. He suggested adding ‘as determined by the Agency’ in the first sentence before the ‘shall be treated as a deviation’ wording. Mr. Zembiec said that he will confirm the change with Attorney Miller.

Mr. Zembiec asked if we want to keep the practice of seeking approval from the affected taxing jurisdictions (ATJ’s) when there is a deviation. He said that we are one of two IDA’s that choose this approval method since we are only obligated by state law to notify the ATJ’s of the negotiated terms. He noted that it adds time to the process and forces the ATJ’s to make a decision even though some of them don’t want the responsibility. Committee members did not make a change to the original language.

Mr. Aliasso reviewed Section F. PILOT Agreement and Approval Process. He said that #7 addresses local labor but wondered if it should be added to the evaluation criteria. It was noted that it is covered in #4 of the evaluation criteria and is certified in the Application. Mr. Converse asked if we will be asking for certified payrolls. Mr. Warneck said that the requirement of certified payroll can be addressed in the Project Agreement. Mr. Zembiec said that he is working to update the Application to add language for local labor provisions.

Mr. Zembiec said that he will make the changes suggested today and send them to Attorney Miller for review and comment. He said that once he receives signoff from Attorney Miller then he will send it out to all board members and will put it on the June board meeting agenda. He said after the board meeting, the revised UTEP will be sent out to all Jefferson County taxing jurisdictions for review and comment (90-day period before final approval by the board). Mr. Zembiec said that he will update the Application during this time.

Other –

Mr. Zembiec asked how the committee wants to handle large scale projects even though we haven’t received an application. Mr. Aliasso said that the Energy Committee can start discussions. Mr. Warneck said that another meeting should be scheduled to talk about Mr. Matteson’s concept for protecting agricultural land.

**Joint Meeting of JCIDA Loan Review and JCLDC Alternative Energy
Committee Meeting Minutes
May 18, 2021**

Mr. Johnson asked if anyone has heard about the State's uniform appraisal. Mr. Zembiec said not yet.

Mr. Warneck noted that he spoke with Katie Malinowski about scheduling a workshop with John Zukowski for local elected officials and assessors on solar project assessments. Mr. Zembiec agreed this is a good idea and will follow up with Ms. Malinowski.

IV. Adjournment: Mr. Aliasso adjourned the joint meeting at 9:00 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	P	P	P				
Aliasso, Robert	P	P	P	P	P	P	P	P				
Burto, Kent	E	P	P	P	P	P	P	P				
Converse, David	P	P	P	P	P	P	P	P				
Gardner, Gregory	P	P	E	P	P	P	P	P				
Jennings, John	P	A	E	P	P	P	E	P				
Johnson, William	P	P	P	P	P	P	P	P				
L'Huillier, Lisa	P	P	P	P	P	P	P	P				
Powers, Christine	P	P	P	P	P	P	E	P				
Waldroff, W. Edward	P	P	P	P	P	P	P	E				
Warneck, Paul	P	P	P	P	P	P	P	P				
Totals:	9	10	9	11	10	11	9	10				
P - Present												
E - Excused												
A - Absent												